

EASEMENT: McBirney Mansion

PROPERTY ADDRESS: 1414 South Galveston Avenue

OWNERS: Wendy and Gentner Drummond

A. CASE ITEM FOR CONSIDERATION

1. Installation of fence

B. BACKGROUND

DATE OF CONSTRUCTION: 1927-1928

DATE OF EASEMENT: 1978

NATIONAL REGISTER LISTING: James H. McBirney House, 1976

STYLE/CONSTRUCTION: Tudor Gothic

The McBirney Mansion is a four-level Tudor Gothic house on spaciously landscaped grounds. Foundation is of 18-inch steel-reinforced concrete. It has a steel beam frame under hollow tile and interior walls are of plaster. House itself combines stone, brick and stucco, with slate roof, full copper guttering, leaded windows and stained glass, decorative brass and hand-wrought iron work. There is a separate two-level, four-car garage with quarters. Property is full fenced with double iron gates on Galveston at the front. Back garden on the hillside slopes toward the Arkansas River. Landscaping includes several ponds and a natural spring-fed swimming pool. Originally the grounds accommodated a three-hole golf course. Trees include a number of fine magnolias and cedars.

(National Register of Historic Places, James H. McBirney House, NRIS #76001577)

PREVIOUS ACTIONS:

January 10, 1991, through February 14, 1991 – TPC Recommendations

1. Use of the McBirney Mansion as a private social club
 - *January 10, 1991*
The commission recommended denial of the proposed use.
 - *February 14, 1991*
The commission took a neutral position on the proposed use if the following conditions were met: (1) No additional on-site parking is allowed on the site; (2) Shuttle service or valet parking between off-site parking and the site will be provided; (3) Occupancy of the mansion will be limited to 200 people; (4) The mansion interior will be preserved; (5) Any new entrance to the site will be developed outside of the area covered by the Scenic, Open Space, and Architectural Façade Easement and would enter from Houston rather than Galveston; and (6) Those portions of the Scenic, Open Space, and Architectural Façade Easement that affect the building's façade or grounds will not be changed.
 - *April 11, 1991*
The commission amended their previous position of neutrality and supported the proposed use of the McBirney Mansion if the same conditions were met.

October 7, 1996 – TPC Recommendation of Approval

1. Convert the McBirney Mansion into a Bed and Breakfast, add approximately 40 parking places for special meetings and events on the lower portion of the property adjacent to Riverside Drive using a porous paving system, and add an additional 20 parking spaces on the north side of the main structure using the same porous paving system that allows the topography of the property to remain unchanged.

The commission recommended to City Council and the Oklahoma Historical Society that the proposal be approved as in compliance with the McBirney Mansion Deed of Scenic, Open Space, and Architectural Facade Easement with the exception of the window and fence elements of the proposal which were determined inappropriate at this time. Specifically, Section I items, I, II, III, IV and VII of the proposal were found in compliance with the easement.

February 13, 1997 – TPC Partial Recommendation of Approval

1. Repaint the exterior trim on the mansion with existing color paint
2. Replace the plate glass covering the arched doorway openings onto the terrace on the lower level with arched French doors
3. Remove the old chain link fence which surrounds the entire front lawn of the mansion and place a simple chain link fence around the McBirney Spring to protect it

The commission recommended approval of all three proposals with the exception of that part of item three relating to placement of a simple chain link fence around the McBirney Spring.

November 14, 2014 – TPC Approval

1. Remove non-original rear patio and steps adjacent to kitchen door; replace with poured concrete patio and steps to allow for safe exit from kitchen, according to plans submitted. Located to the rear of the home and minimally visible from adjoining streets.
2. Construct 4' wooden fences with iron gates, wrapping around the rear patio to create a dog run area and enclosures for trash and recycling bins, according to plans submitted. Buffer with shrubbery similar to existing. Located to the rear of the home and minimally visible from adjoining streets. *Condition: New fence is not to exceed 3-4' to west beyond extent of home. The condition was added to the motion that the fence would extend no more than 4 feet beyond the corner of the house.*
3. Pour concrete pad no larger than 20 x 20 along the property line to place generator and utility equipment. Buffer with shrubbery. Located to the rear of the home and minimally visible from adjoining streets. *The Commission added the condition to the motion that the concrete pad me no larger than 20' by 20'.*
4. Change color of painted stucco to lighter color.
5. Replace the original wooden double-hung and casement* windows on the first and second floors of the home with new, wood, aluminum clad, simulated divided light windows, with all dimensions of wooden members and all muntin patterns to match the originals. *Add two replica stained glass windows on North and East elevation in the rear of the house, in the original window openings, to provide additional privacy*. No original leaded glass or stained glass windows will be replaced.*

*added conditions

March 24, 2015 – TPC Approval

1. Place four cast iron gates at entrances according to plans submitted
2. Construct landscape patio with pergola and 1'-6" garden wall according to plans submitted

October 8, 2015 – TPC Approval

1. Install 35 ft. aluminum flagpole with bronze color in front yard according to site plan submitted

December 10, 2015, through March 10, 2016 – TPC Approval

1. Combine two existing ponds and basin into a single new pond according to site plan submitted
2. Construct new retaining wall using native stone according to site plan submitted
 - *December 10, 2015*
The commission approved the conceptual design with the condition that the applicant submit a final design for approval, including an architectural rendering and elevations.
 - *February 23, 2016*
The commission approved the proposal, excluding the flow from the pond to the new inlet, with the conditions that (1) native stone covers the interior side of the retaining wall, (2) the exterior of the retaining wall features native stone to follow the contours of the grade, and (3) further review of the proposal for the inlet and treatment of the overflow be required.
 - *March 10, 2016*
The commission approved the proposal with the conditions that the applicant submit a revised wall section to show natural rock grading to Preservation Staff and that the approval does not include proposals for landscaping

November 10, 2016 – TPC Approval

1. Construct walkways and patios and create waterfall and pools according to drawings submitted

C. ISSUES AND CONSIDERATIONS

1. In 1978, a Scenic, Open Space, and Architectural Façade Easement was granted to the City of Tulsa (City) and Oklahoma Historical Society (OHS) for the McBirney Mansion and its grounds. The easement requires the City and OHS to approve material alterations to the building and grounds. A copy of the easement is included as an attachment.

In 2016, the City and OHS executed a memorandum of understanding (MOU) allowing the Tulsa Preservation Commission to monitor the easement and conduct reviews of proposals received from the owners on behalf of OHS. A copy of the MOU is included as an attachment.

The owners propose the installation of a 6-foot, 4-inch-tall, black, steel fence around the perimeter of the property. As described in the owners' project description, a chain link fence was present on the site before the easement was granted. City records indicate that the preservation commission initially recommended approval of removing the fence in February 1997. The now-proposed metal fence would connect to existing gates

at driveway entrances to the site, which were approved by the preservation commission in March 2015.

During its review on December 9, 2025, the Historic Preservation Permit Subcommittee recommended approval of the proposal with the condition that additional information be provided to the Tulsa Preservation Commission regarding the design of the corner posts and treatment of slopes. Staff identified the possible location of the fence within the City right-of-way as a potential issue.

The owners have provided an updated site plan showing the proposed fence location on the property and have indicated that the fence will not enclose an existing fire hydrant and manhole at the northeast corner of Riverside Drive and Houston Avenue. The owners also provided images showing the proposed corner posts and the treatments of the slope. As proposed, the top and bottom rails of each fence panel will run parallel to the grade, so the pickets will gradually change along with the slope. Additionally, the fence will avoid existing landscaping around the perimeter of the property.

2. **Reference: Deed of Scenic, Open Space, and Architectural Façade Easement**
The easement, including highlighted relevant provisions, is included as an attachment.
3. **Reference: Memorandum of Understanding (MOU) between the Oklahoma Historical Society and the City of Tulsa Establishing the Process of Review for Projects at McBirney Mansion**

Section III. Authorization

Therefore, the City of Tulsa through the service of the Tulsa Preservation Commission

- *will receive proposals for projects from the Owners or the Owners' authorized representative,*
- *will determine whether proposals comply with the terms of the Easement, and,*
- *if the proposals comply, will apply The Secretary of the Interior's Standards for the Treatment of Historic Properties and evaluate the proposals, indicating approval, approval with conditions, or rejection of the proposals and notifying the Owners or their authorized representative of the decision, or*
- *if the proposals violate the terms of the Easement, will notify the Owners or their authorized representative.*

A copy of the executed MOU, dated March 14, 2016, is included as an attachment.

4. **Reference: The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings**

Revised by Anne E. Grimmer, 2017, U.S. Department of the Interior, National Park Service, Technical Preservation Services, Washington, D.C.

The Secretary of the Interior's standards for preservation and rehabilitation, as well as guidelines for preservation and rehabilitation related to the building site, are included as an attachment.

Preservation as a Treatment

Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems

and other code-required work to make properties functional is appropriate within a preservation project.

Preservation is the appropriate treatment when the objective of the project is to retain the building as it currently exists. This means that not only the original historic materials and features will be preserved, but also later changes and additions to the original building. The expressed goal of the Standards for Preservation and Guidelines for Preserving Historic Buildings is retention of the building's existing form, features, and materials. This may be as simple as maintaining existing materials and features or may involve more extensive repair. Protection, maintenance, and repair are emphasized while replacement is minimized.

When the property's distinctive materials, features, and spaces are essentially intact and thus convey the historic significance without extensive repair or replacement; when depiction at a particular period of time is not appropriate; and when a continuing or new use does not require additions or extensive alterations, Preservation may be considered as a treatment. Prior to undertaking work, a documentation plan for Preservation should be developed.

Rehabilitation as a Treatment

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

In Rehabilitation, historic building materials and character-defining features are protected and maintained as they are in the treatment Preservation. However, greater latitude is given in the Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings to replace extensively deteriorated, damaged, or missing features using either the same material or compatible substitute materials. Of the four treatments, only Rehabilitation allows alterations and the construction of a new addition, if necessary for a continuing or new use for the historic building.

When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.



August 1975



Image showing former chain link fence, September 1976



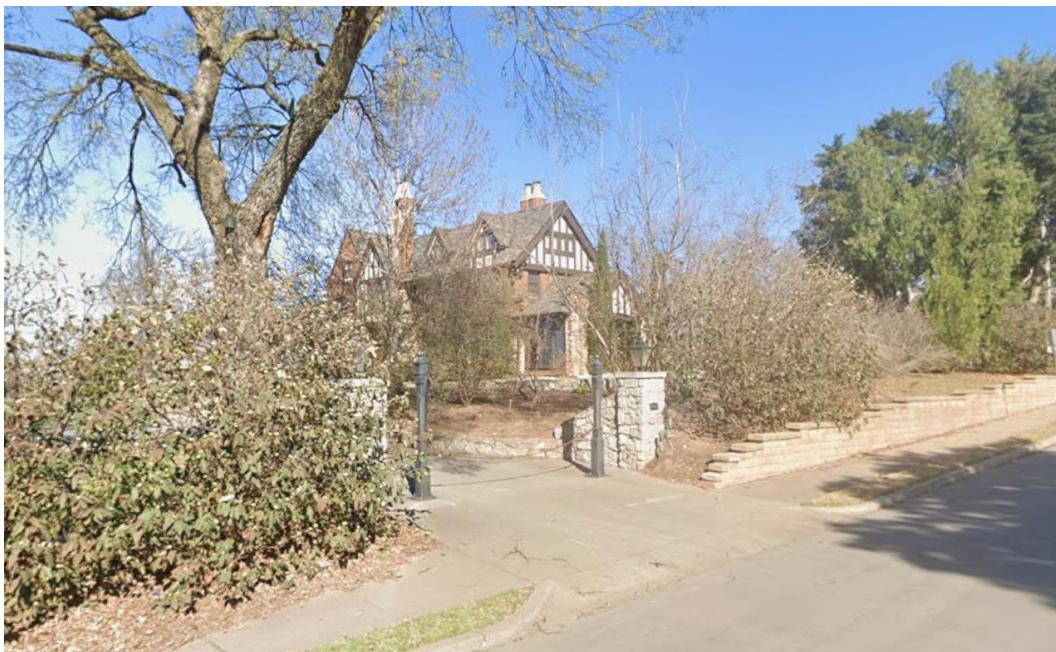
September 1987



2015 (view east/southeast)



View from Riverside Drive, March 2025 (Image from Google Street View)



View from Galveston Avenue, March 2025 (Image from Google Street View)



View of accessory building and gate/driveway from Houston Avenue, March 2025 (Image from Google Street View)



View from intersection of South Houston Avenue and Riverside Drive, March 2025 (Image from Google Street View)

**The following instrument was
imaged from original books
and/or microfilm.**

**New Oklahoma laws (16 O.S. 1991
Sec. 28 and 19 O.S. 1991 Sec.
298) help to ensure your vital
legal documents meet legibility
and formatting standards for
recording of public records by
your Tulsa County Clerk.**

**Tulsa County Clerk
Earlene Wilson**



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PO1619

Ju30w

20-4374-1406

DEED OF SCENIC, OPEN SPACE, AND
ARCHITECTURAL FACADE EASEMENT

THIS DEED OF SCENIC, OPEN SPACE, AND ARCHITECTURAL
FACADE EASEMENT, made this 8th day of December, 1978, by
and between STAN P. DOYLE and CHARLES S. HOLMES of 1414 South
Galveston, Tulsa, Oklahoma, Grantors and parties of the first
part, and the OKLAHOMA HISTORICAL SOCIETY and CITY OF TULSA,
as Co-Grantees and parties of the second part.

WITNESSETH:

WHEREAS, the OKLAHOMA HISTORICAL SOCIETY is a non-
profit corporation chartered by the State of Oklahoma to
facilitate public participation in the preservation of sites,
buildings and objects significant in American and Oklahoma
history and culture; and

WHEREAS, the CITY OF TULSA is an incorporated munici-
pality within the State of Oklahoma to protect its citizens,
inhabitants and their property.

WHEREAS, the Grantees are authorized to accept easements
to protect property significant in American and Oklahoma history
and culture; and

WHEREAS, the McBirney Mansion and grounds, on which
the buildings and premises are located, has been placed on
the National Register of Historic Places maintained by the
Department of the Interior;

WHEREAS, the Childers Heights Historic District, in
which the premises are located, has been nominated as a
Category II Landmark for designation by the Joint Committee
on Landmarks of the National Capital;

WHEREAS, the Grantors are the owners in fee simple
of improved real property, consisting of a house and various
lots, located at 1414 South Galveston, Tulsa, Oklahoma, in
the Childers Heights Historic District, which property is
hereinafter sometimes referred to as the McBirney Mansion
(hereinafter "the premises"), and is more particularly de-
scribed below:

4374 1407

All of Block Twelve (12), except Lots One (1) and Twenty One (21) and the North 20 feet of Lots Two (2) and Twenty (20) of said Block of the Resub-division of Blocks 4, 5 & 12 of CHILDERS HEIGHTS ADDITION, and Blocks 1, 3, 10 & 14 of NORTH PARK ADDITION to the City of Tulsa, Tulsa County, Oklahoma, according to the recorded plat thereof.

WHEREAS, the McBirney Mansion, are erected in 1927 by James H. McBirney, an Irish immigrant whom, as a Tulsa pioneer, developed the Childers Heights subdivision along the Arkansas River.

WHEREAS, the McBirney Mansion is the last of the Childers Heights Mansions to still remain standing, and is the sole reminder of the past splendor of this Tulsa era.

WHEREAS, the McBirney Mansion is significant in American and Oklahoma history and culture in that it is the site of which Indians and early settlers, including Washington Irving, in his travels of the West, watered their stock and forded the Arkansas River, and constitutes an important element in the architectural ensemble of the Childers Heights Historic District as a landmark of importance which contributes significantly to the cultural heritage and visual beauty of Tulsa, Oklahoma, and should be preserved if possible;

WHEREAS, the grant of a scenic, open space, and architectural facade easement by Grantors to Grantees on the premises will assist in preserving and maintain the premises and the architectural ensemble of the Childers Heights Historic District;

WHEREAS, to this end, Grantors desire to grant to Grantee, and Grantees desire to accept, a scenic, open space and architectural facade easement on the premises;

NOW, THEREFORE, in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, receipt of which is hereby acknowledged, STAN P. DOYLE and CHARLES S. HOLMES, do hereby grant as a charitable gift and convey unto the OKLAHOMA HISTORICAL SOCIETY and CITY OF TULSA, as Co-Grantees, an easement in gross in perpetuity (which easement in gross in perpetuity is more

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particularly described below) in and to that certain real property and the exterior surfaces of improvements located thereon known as premises of the McBirney Mansion, all owned by the Grantors, and more particularly described as:

All of Block Twelve (12), except Lots One (1) and Twenty One (21) and the North 20 feet of Lots Two (2) and Twenty (20) of said Block of the Resub-division of Blocks 4, 5 & 12 of CHILDEPS HEIGHTS ADDITION, and Blocks 1, 9, 10 & 14 of NORVALL PARK ADDITION to the City of Tulsa, Tulsa County, Oklahoma, according to the recorded plat thereof.

The easement granted herein, to be of the nature and character hereinafter further expressed, shall constitute a binding servitude upon said premises of the Grantors, and to that end Grantors covenant on behalf of themselves, their successors and assigns, with Grantees, their successors and assigns, such covenants being deemed to run as a binding servitude, in perpetuity, with the land, to do (and refrain from doing) upon the premises each of the following stipulations, which contribute to the public purpose in that they aid significantly in preservation of the historic site in question and of the Childers Heights Historic District in which the site is located:

I. The exterior surfaces of improvements (including, without limitation, the exterior walls, roofs and chimneys) on the subject premises are those depicted in the photographs attached hereto and are incorporated herein as Exhibits A(1) through A(5), being essentially those exterior surfaces of improvements on the aforesaid premises which are visible from Fourteenth Street, Galveston and Houston Avenues in Tulsa, Oklahoma, but in the event of uncertainty the exterior surfaces of improvements visible in the photographs in Exhibits A(1) through A(5) shall control. The location of buildings, drives and parking are as depicted in the engineering survey attached hereto as Exhibit B. Without the express written permission

of the Grantees, their successors or assigns, signed by a duly authorized representative thereof, no construction, alteration, or remodeling or any other thing shall be undertaken or permitted to be undertaken on the subject premises which would affect either the exterior surfaces herein described, or increase the height, or alter the exterior facade (including, without limitation, exterior walls, roofs and chimneys) or the appearance of the buildings located thereon, insofar as they are depicted in the photographs attached hereto and incorporated herein as Exhibits A(1) through A(5), and the engineering survey attached as Exhibit B, or which would adversely affect the structural soundness of the premises; provided, however, that the reconstruction, repair, repainting, weather proofing or refinishing of presently existing parts or elements of the lot and improvements subject to this scenic, open space and architectural facade easement, damage to which has resulted from casualty loss, deterioration, or wear and tear, shall be permitted, provided that such reconstruction, repair, repainting, weather proofing or refinishing is performed in a manner which would not materially alter the appearance of those elements of the lot or buildings subject to this scenic, open space, and architectural facade easement as they are as of this date; except, however, that nothing in this easement shall prevent the Grantors from maintaining in place or replacing the existing installation of driveways, parking areas, air-conditioning devices, thermal windows, storm windows and doors, and television antennas. In all events, the Grantors, in materially altering the exterior of the buildings on the premises, agree to obtain the prior written consent, signed by a duly authorized representative for the Grantees, their successors or assigns, prior to commencing any material alterations to the exterior of the buildings or material alteration of the grounds. Grantors may restore to its original condition and appearance the exterior trim, woodwork, and balustrade to the extent

that the original condition and appearance can be determined. Grantors agree at all times to maintain the lot and structure herein described, and the exterior appearance (including, without limitation, the exterior walls, roofs and chimneys of the buildings located thereon) in a good and sound state of repair, subject to the casualty loss provisions in (4) below.

II. The property shall be used only for professional office or residential purposes, and no commercial or industrial activities shall be carried on on the property.

III. The property shall not be subdivided, nor shall it ever be devised or conveyed except as a unit.

IV. No extension of the existing structure or erection of additional structures shall be permitted, except that in the event of damage resulting from casualty loss to an extent rendering repair or reconstruction of the existing improvements impracticable, erection of a new professional office or residential structure shall be permitted.

V. No utility transmission lines, except those required for the existing structure or its improvement may be created on the said land.

VI. No dumping of ashes, sawdust, bark, trash, rubbish or any other unsightly or offensive materials which are visible from public roads or streets shall be permitted on the property.

VII. No topographical changes, including but not limited to excavation and the cutting of trees greater than eight inches in diameter (except when dead or dangerously decayed) shall occur upon the property. Replacement of existing trees as required to maintain the existing topography may occur.

VIII. Grantors hereby agree that representatives of Grantees, their successors or assigns, shall be permitted at reasonable times to inspect the property. Inspections will normally take place from the street; however, Grantors agree that representatives of Grantees, their successors or assigns, shall be permitted to enter and inspect the interior of the

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improvements on the premises to insure maintenance of structural soundness; inspection of the interior will not, in the absence of evidence of deterioration, take place more often than annually. Inspection of the Interior will be made at a time mutually agreed upon by Grantors nad Grantees, their successors or assigns, Grantors covenanting not to withhold unreasonably their consent in determining a date and time for inspection of the interior. Representatives from each grantee shall be present at any and all inspections whether they be interior, exterior or both.

IX. In the event of a violation of any covenant or restriction herein, the Grantees, their successors or assigns, may, following a seventy-two (72) hour notice to the Grantors, institute a suite to enjoin by ex parte, temporary, and/or permanent injunction, such violation and to require the restoration of the premises to their prior condition, or, in the alternative, representatives of the Grantees, their successors or assigns, may enter upon the premises, correct any such violation, and hold Grantors, their successors and assigns, responsible for the cost thereof. The Grantors agree that such costs shall constitute a lien against the property herein described, and Grantees shall have the right to foreclose said lien and sell all or part of said premises for the purposes of collecting said costs. The Grantees, their successors or assigns, shall also have available all legal and equitable remedies to enforce Grantors' obligations hereunder, and in the event Grantors are found to have violated any of their obligations Grantors shall reimburse the Grantees, their successors or assigns, for any costs or expenses incurred in connection therewith, including court costs and attorney fees.

X(A). The Grantors agree that these restrictions will be incorporated by reference into any subsequent deed or other legal instrument by which they divest themselves of either the fee simple title to or their possessory interest in the premises or any kind thereof.

4374 and 1412

X(B). Grantors, their successors or assigns, will do and perform at their cost all acts necessary to prompt recording of this Deed of Scenic, Open Space and Architectural Facade Easement among the land records of the office of the County Clerk of Tulsa County, Oklahoma.

XI. The Grantors, for themselves, their heirs and assigns, agree that they or the Grantees, their successors or assigns, may provide and maintain two (2) professional office signs not more than three feet in height and not exceeding nine square feet in area which may be located at the Galveston and Houston driveway entrances to the property. In addition, one sign not exceeding eight feet in area setting forth the history of the McBirney residence may be located at the Galveston driveway entrance.

TO HAVE AND TO HOLD UNTO THE OKLAHOMA HISTORICAL SOCIETY AND
CITY OF TULSA, forever. The covenants agreed to and the restrictions
imposed, as aforesaid, shall not only be binding upon the Grantors,
but also upon their successors and assigns, and all other successors
to them in interest, and shall continue as a servitude running in
perpetuity with the above described land and shall survive any term-
ination of Grantors' or Grantees' existence. All rights reserved
herein to Grantees shall run for the benefit of and may be exercised
by its successors or assigns, or by its designee duly authorized in
a deed of appointment executed by its duly authorized officer.

IN WITNESS WHEREOF, said Grantors have executed, sealed,
and delivered this Deed of Scenic, Open Space and Architectural
Facade Easement; and said Co-Grantees, THE OKLAHOMA HISTORICAL
SOCIETY, has caused this presents to be accepted, and signed in
its corporate name by W. D. Finney, President, Oklahoma
Historical Society, _____
_____, and attested by Jack Wetterigel
_____, its Secretary, and its
corporate seal to be hereunto affixed, and does hereby constitute.

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and appoint the Attorney General, State of Oklahoma, its true and lawful attorney-in-fact for it and in its name to acknowledge and accept and deliver these presents as its act and deed, and the City of Tulsa has caused these presents to be accepted by its City Commission and signed by James M. Intofe, and attested by Francis F. Campbell, its City Auditor.

Stan P. Doyle
STAN P. DOYLE

Charles S. Holmes
CHARLES S. HOLMES

OKLAHOMA HISTORICAL SOCIETY

ATTEST:

James M. Intofe
Secretary

By W. H. T. Tandy
President

CITY OF TULSA

ATTEST:

Francis F. Campbell
City Auditor

By John M. Dulfe
Mayor

APPROVED AS TO FORM:

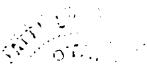
John M. Dulfe
City Attorney

4374 1414

STATE OF OKLAHOMA)
COUNTY OF TULSA) ss

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 14th day of August, 1978, personally appeared STAN P. DOYLE and CHARLES S. HOLMES, to me known to be the identical persons who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my official signature and affixed my notarial seal, the day and year first above written.


Patti L. Laramore
NOTARY PUBLIC

My Commission Expires:

5/12/81

STATE OF OKLAHOMA)
COUNTY OF OKLAHOMA) ss.

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 8th day of December, 1978, personally appeared W. D. Finney, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its President, and acknowledged to me that he executed the same as his free and voluntary act and deed and the voluntary act and deed of the Oklahoma Historical Society for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my official signature and affixed my notarial seal, the day and year first above written.


Cleta J. Scott
NOTARY PUBLIC

My Commission Expires:

Sept 22-1979

4374 1415

STATE OF OKLAHOMA)
) ss.
COUNTY OF TULSA)

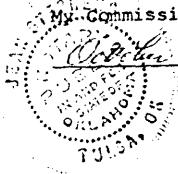
BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 8th day of August, 19 78, personally appeared Mayor John M. B. Price, to me known to be the identical person who subscribed the name of the City of Tulsa thereof to the foregoing instrument as its Mayor, and acknowledged to me that he executed the same as his free and voluntary act and deed and the free and voluntary act and deed of the City of Tulsa for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my official signature and affixed my notarial seal, the day and year first above written.

Jean Stephens
NOTARY PUBLIC

My Commission Expires:

October 5, 1978



78 DEC 29 PM 3:00
11/27
COUNTY CLERK
STAFF OF THE CLERK



A(1)

EXHIBIT A (1)

A374 - 1417



A (2)

EXHIBIT A (2)



A (3)

EXHIBIT A (3)

A (4)

EXHIBIT A (4)



A-5

4374 1421

FOR:

WHITE SU

TULSA, OKLAHOMA

PLAT

REVEYING COMPANY

TELEPHONE 663-6924

OF SURVEY

SCALE 1" = 30'

+

N

W 14TH ST.

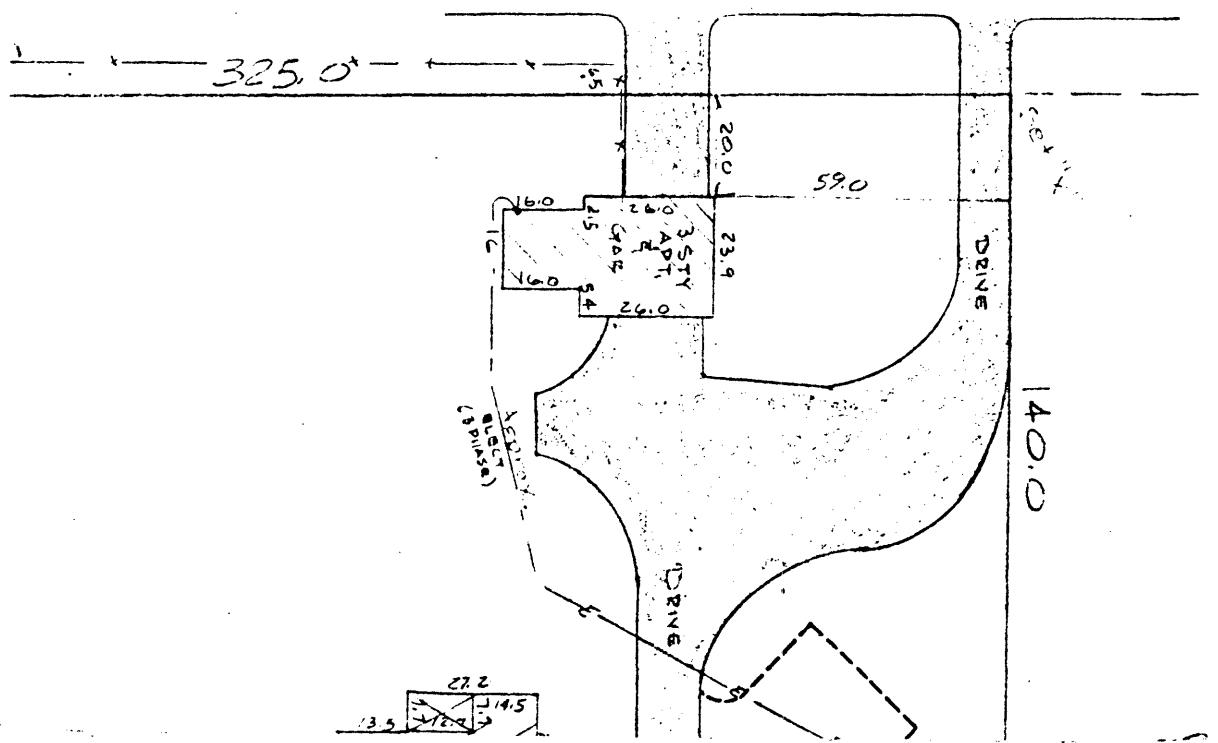
30'

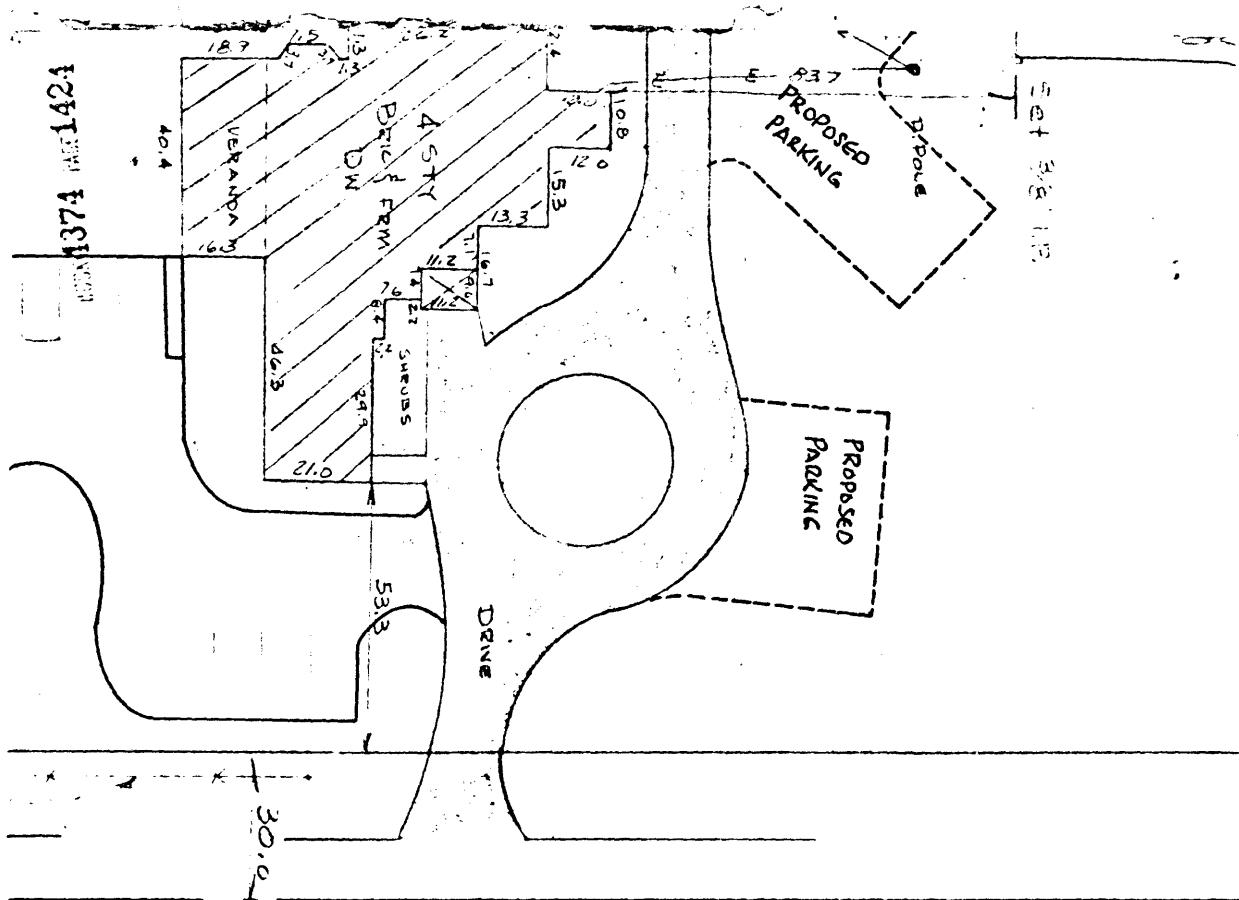
140.0

REVEYING COMPANY
TELEPHONE 663-6924

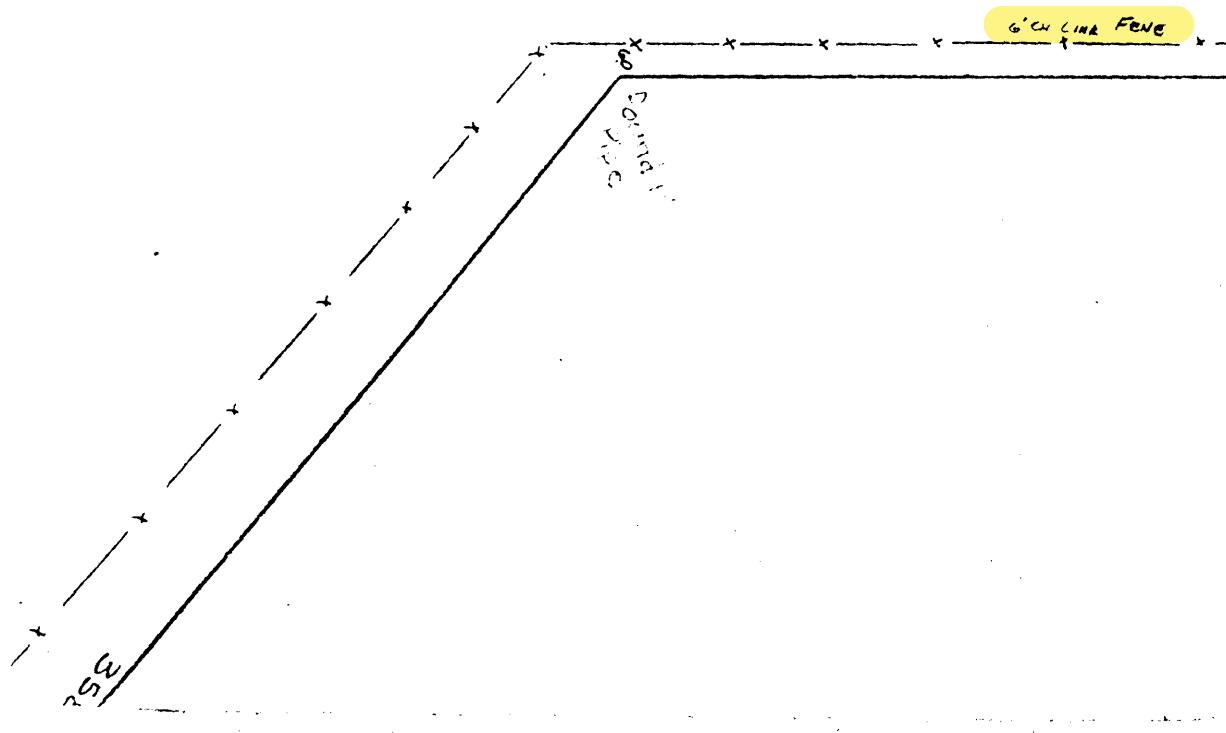
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S HOUSTON AVE

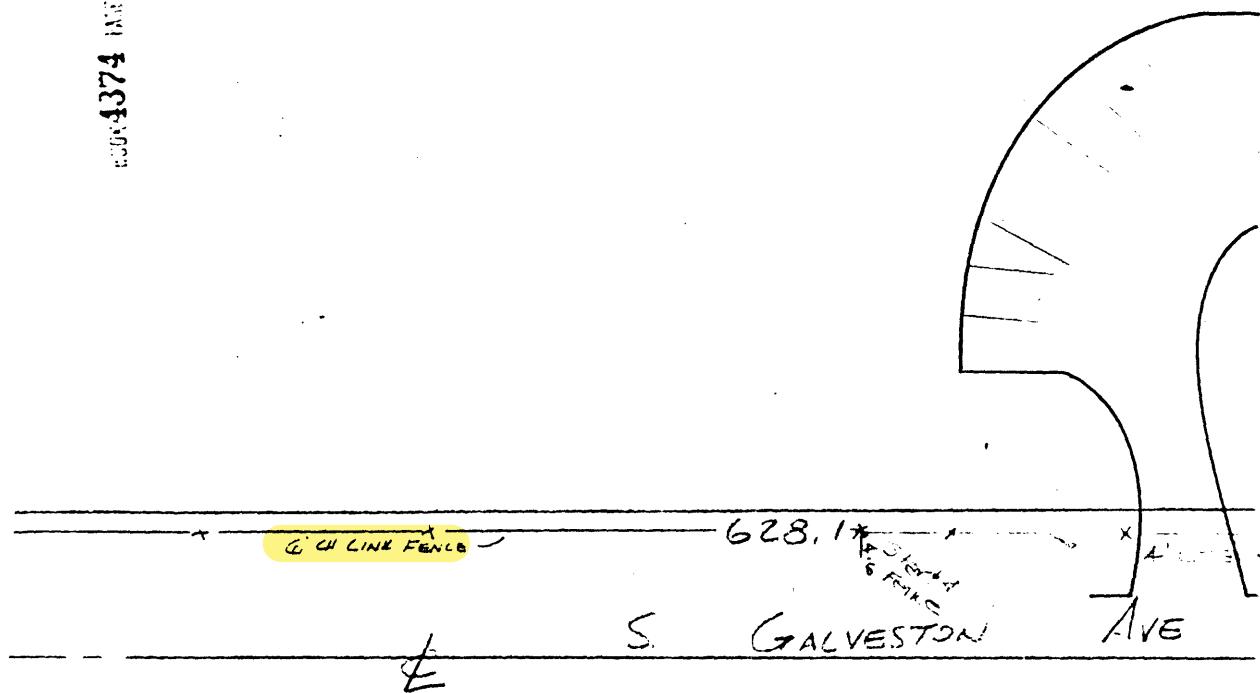




4374 Part 1425



500-4374 1426



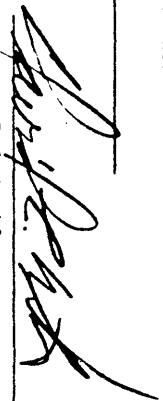
C E R T I F I C A T E

I, David C. White of Tulsa County, State of Oklahoma, and a Professional Surveyor, do hereby certify that I have made a survey of the following described property, to-wit:

Lots 1 through 19, and Lot 20, except the North 20 feet of Lot 20, in Block 12, of the Resubdivision of Blocks 4, 5, and 12 of CHILDESS HEIGHTS ADDITION, and Blocks 1, 9, 10 and 14 of NORVELL PARK ADDITION to the City of Tulsa, Tulsa County, State of Oklahoma, according to the Recorded Plat thereof.

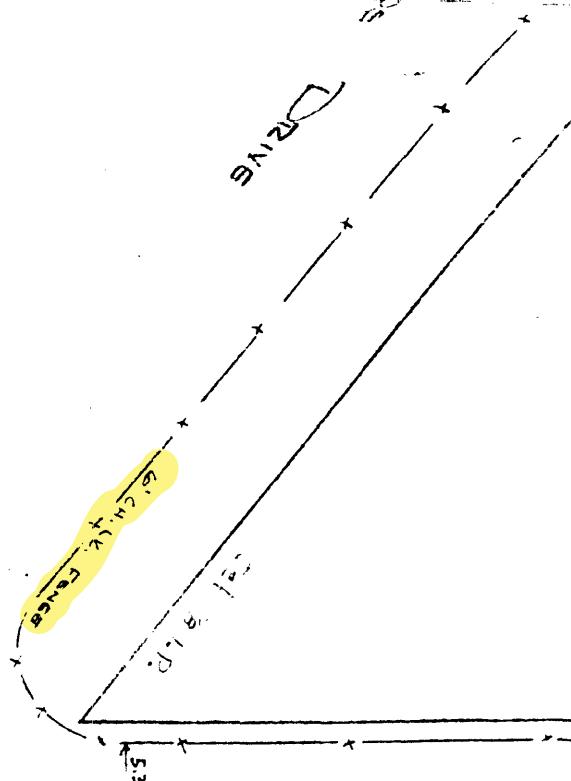
We further certify that the above and foregoing is a true and correct plat of same, shows the location of buildings, the dimensions of the property and distances to streets, and there are no encroachments thereon.

WITNESS my hand and seal this _____ day of _____


Professional Surveyor

999.4374 1428

EXHIBIT B



**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE OKLAHOMA HISTORICAL SOCIETY AND THE CITY OF TULSA
ESTABLISHING THE PROCESS OF REVIEW
FOR PROJECTS AT MCBIRNEY MANSION**

I. Purpose

The Oklahoma Historical Society and the City of Tulsa enter into this Memorandum of Understanding (MOU) to establish a process for review of projects at McBirney Mansion, a residence located at 1414 South Galveston Avenue, Tulsa, Oklahoma. These reviews will determine the compliance of proposals for projects with the terms of the *Deed of Scenic, Open Space, and Architectural Facade Easement* (the Easement) and their consistency with The Secretary of the Interior's Standards for the Treatment of Historic Properties.

II. Background

McBirney Mansion, the former residence of James H. McBirney, was listed on the National Register of Historic Places in November 1976. Recognizing the significance of the mansion and its site, on December 8, 1978, Mr. Stan P. Doyle and Mr. Charles S. Holmes, owners of McBirney Mansion, conveyed a *Deed of Scenic, Open Space, and Architectural Facade Easement* in perpetuity to the Oklahoma Historical Society and City of Tulsa as Co-Grantees authorized to accept easements to protect cultural resources. Among its other purposes, the Easement preserves the mansion and its grounds, protects the public's open and scenic view as historically associated with the site, and prevents commercial development on the site. Certain modifications are permitted only with permission of both Grantees.

Since conveyance of the Easement, several changes in ownership have occurred, the most recent being the acquisition of the McBirney Mansion by Wendy P. and Gentner F. Drummond in June 2014. Challenges with coordination of communication between the Owners' authorized representative and the Co-Grantees and with coordination of the Co-Grantees' reviews of proposals for projects have increasingly arisen. The Easement provides no guidance about the procedure for these reviews. To accommodate the Owners while fulfilling the Co-Grantees' obligations under the Easement, to create an efficient process for review, and to improve the communication among the Co-Grantees, the Owners, and the Owners' authorized representative, the Oklahoma Historical Society Board of Directors has proposed preparation of a Memorandum of Understanding.

III. Authorization

No provision of this MOU is intended to or should be construed to restrict the City of Tulsa or the Oklahoma Historical Society in the performance of their roles as the Co-Grantees. However, due to the location of the subject property and the ability of the Tulsa Preservation Commission to monitor and address issues related to the Easement, including requests for consideration by the present Owners, the Oklahoma Historical Society has determined that the Tulsa Preservation Commission, as the local entity, should monitor the easement and conduct reviews of proposals received from the Owners on behalf of the Oklahoma Historical Society.

The City of Tulsa is well prepared for this responsibility. Since the Easement was granted, the City of Tulsa has adopted a Historic Preservation Ordinance and, pursuant to that ordinance, has established the Tulsa Preservation Commission and employed professionally qualified staff to assist the Commission in the performance of its duties. As a participant in the Certified Local Government Program jointly administered by the State Historic Preservation Office and the National Park Service, the City of Tulsa has been an active partner in preservation of its cultural resources. Other evidence of this preparation is indicated by the City of Tulsa's role under a Programmatic Agreement with the State Historic Preservation Office: as required by Section 106 of the National Historic Preservation Act, the City of Tulsa evaluates historic properties whenever they are affected by activities funded by Community Development Block Grants.

Therefore, the City of Tulsa through the service of the Tulsa Preservation Commission

- will receive proposals for projects from the Owners or the Owners' authorized representative,
- will determine whether proposals comply with the terms of the Easement, and,
- if the proposals comply, will apply The Secretary of the Interior's Standards for the Treatment of Historic Properties and evaluate the proposals, indicating approval, approval with conditions, or rejection of the proposals and notifying the Owners or their authorized representative of the decision, or,
- if the proposals violate the terms of the Easement, will notify the Owners or their authorized representative.

The reviews will be conducted during the Regular or Special Meetings of the Tulsa Preservation Commission and its Historic Preservation Permit Subcommittee, and decisions about proposals will be regarded as final. Within ten (10) days of the completion of a review, the City of Tulsa will notify the Oklahoma Historical Society of its decision and provide documentation of the project. Inspections specified in Section VIII of the Easement shall be made by the City of Tulsa, after which a written report on the results of each inspection will be prepared by the Tulsa Preservation Commission and provided to the Oklahoma Historical Society.

IV. Duration

This MOU will be perpetual unless amended in accordance with Section V.

V. Amendment

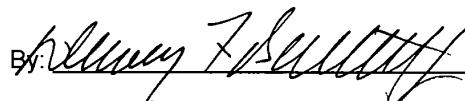
This MOU may be amended by written agreement executed by the Oklahoma Historical Society and the City of Tulsa.

VI. Termination

If either the Oklahoma Historical Society or the City of Tulsa determines that the MOU's terms will not or cannot be carried out, the MOU will be terminated at the request of either party upon thirty (30) days of written notification to the other party.

SIGNATORIES:

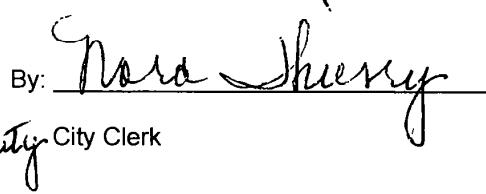
The City of Tulsa

By: 

Dewey F. Bartlett, Jr., Mayor

Date: FEB 29 2016

Attest:

By: 

Deputy City Clerk

Date: FEB 29 2016

Approved:

By: Raven R. Edmonson

Date: February 26, 2016

Asst. City Attorney

Oklahoma Historical Society

By: 

Bob L. Blackburn, Ph.D., Executive Director

Date: March 14, 2016

STANDARDS FOR PRESERVATION & GUIDELINES
FOR PRESERVING HISTORIC BUILDINGS

Preservation

Preservation is defined as the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a preservation project.



Standards for Preservation

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

GUIDELINES FOR PRESERVING HISTORIC BUILDINGS

INTRODUCTION

Preservation is the appropriate treatment when the objective of the project is to retain the building as it currently exists. This means that not only the original historic materials and features will be preserved, but also later changes and additions to the original building. The expressed goal of the **Standards for Preservation and Guidelines for Preserving Historic Buildings** is retention of the building's existing form, features, and materials. This may be as simple as maintaining existing materials and features or may involve more extensive repair. Protection, maintenance, and repair are emphasized while replacement is minimized.

Identify, Retain, and Preserve Historic Materials and Features

The guidance for the treatment **Preservation** begins with recommendations to identify the form and detailing of those architectural materials and features that are important in defining the building's historic character and which must be retained to preserve that character. Therefore, guidance on *identifying, retaining, and preserving* character-defining features is always given first.

Stabilize Deteriorated Historic Materials and Features as a Preliminary Measure

Deteriorated portions of a historic building may need to be protected through preliminary stabilization measures until additional work can be undertaken. ***Stabilizing*** may begin with temporary structural reinforcement and progress to weatherization or correcting unsafe conditions. Although it may not be necessary in every

preservation project, stabilization is nonetheless an integral part of the treatment **Preservation**; it is equally applicable to the other treatments if circumstances warrant.

Protect and Maintain Historic Materials and Features

After identifying those materials and features that are important and must be retained in the process of **Preservation** work, then *protecting and maintaining* them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. Protection includes the maintenance of historic materials and features as well as ensuring that the property is protected before and during preservation work.

Repair (Stabilize, Consolidate, and Conserve) Historic Materials and Features

Next, when the physical condition of character-defining materials and features warrants additional work, *repairing* by *stabilizing, consolidating, and conserving* is recommended. The intent of **Preservation** is to retain existing materials and features while introducing as little new material as possible. Consequently, guidance for repairing a historic material, such as masonry, begins with the least degree of intervention possible, such as strengthening materials through consolidation, when necessary, or repointing with mortar of an appropriate strength. Repairing masonry, as well as wood and metal features, may include patching, splicing, or other treatments using recognized preservation methods. All work should be physically and visually compatible.

Limited Replacement in Kind of Extensively Deteriorated Portions of Historic Features

The greatest level of intervention in this treatment is the *limited replacement in kind* of extensively deteriorated or missing components of features when there are surviving prototypes or when the original features can be substantiated by documentary and physical evidence. The replacement material must match the old, both physically and visually (e.g., wood with wood). Thus, with the exception of hidden structural reinforcement, such as steel rods, substitute materials are not appropriate in the treatment **Preservation**. If prominent features are missing, such as an interior staircase or an exterior cornice, then a Rehabilitation or Restoration treatment may be more appropriate.

Code-Required Work: Accessibility and Life Safety

These sections of the **Preservation** guidance address work that must be done to meet accessibility and life-safety requirements. This work may be an important aspect of preservation projects, and it, too, must be assessed for its potential negative impact on the building's character. For this reason, particular care must be taken not to obscure, damage, or destroy character-defining materials or features in the process of undertaking work to meet code requirements.

Resilience to Natural Hazards

Resilience to natural hazards should be addressed as part of a **Preservation** project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when planning new adaptive treatments so as to have the least impact on the historic character of the building, its site, and setting.

Sustainability

Sustainability should be addressed as part of a **Preservation** project. Good preservation practice is often synonymous with sustainability. Existing energy-efficient features should be retained and repaired. New sustainability treatments should generally be limited to updating existing features and systems so as to have the least impact on the historic character of the building.

The topic of sustainability is addressed in detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*. Although specifically developed for the treatment Rehabilitation, the Sustainability Guidelines can be used to help guide the other treatments.

Preservation as a Treatment. When the property's distinctive materials, features, and spaces are essentially intact and thus convey the historic significance without extensive repair or replacement; when depiction at a particular period of time is not appropriate; and when a continuing or new use does not require additions or extensive alterations, Preservation may be considered as a treatment. Prior to undertaking work, a documentation plan for Preservation should be developed.

BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|---|---|
| <p>Identifying, retaining, and preserving features of the building site that are important in defining its overall historic character. Site features may include walls, fences, or steps; circulation systems, such as walks, paths, or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archeological resources, other cultural or religious features, or burial grounds which are also important to the site.</p> | <p>Altering buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.</p> |
| <p>Retaining the historic relationship between buildings and the landscape.</p> | <p>Removing or relocating buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape.</p> |



[21] (a) The formal garden on the property of the 1826 Beauregard-Keyes House in New Orleans (b) is integral to the character of the site.

BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|---|--|
| <i>Stabilizing</i> deteriorated or damaged building and site features as a preliminary measure, when necessary, prior to undertaking preservation work. | Failing to stabilize a deteriorated or damaged building or site feature until additional work can be undertaken, thereby allowing further damage to occur to the building site. |
| <i>Protecting and maintaining</i> buildings and site features by providing proper drainage to ensure that water does not erode foundation walls, drain toward the building, or damage or erode the landscape. | Failing to ensure that site drainage is adequate so that buildings and site features are damaged or destroyed; or, alternatively, changing the site grading so that water does not drain properly. |
| Minimizing disturbance of the terrain around buildings or elsewhere on the site, thereby reducing the possibility of destroying or damaging important landscape features, archeological resources, other cultural or religious features, or burial grounds. | Using heavy machinery or equipment in areas where it may disturb or damage important landscape features, archeological resources, other cultural or religious features, or burial grounds. |
| Protecting (e.g., preserving in place) important site features, archeological resources, other cultural or religious features, or burial grounds. | Leaving known site features or archeological material unprotected so that it is damaged during preservation work. |
| Planning and carrying out any necessary investigation before preservation begins, using professional archeologists and methods when preservation in place is not feasible. | Allowing unqualified personnel to perform data recovery on archeological resources, which can result in damage or loss of important archeological material. |
| Preserving important landscape features through regularly-scheduled maintenance of historic plant material. | Allowing important landscape features or archeological resources to be lost, damaged, or to deteriorate due to inadequate protection or lack of maintenance. |
| Protecting the building site and landscape features against arson and vandalism before preservation work begins by erecting temporary fencing and by installing alarm systems keyed into local protection agencies. | Leaving the property unprotected and subject to vandalism before work begins so that the building site and landscape features, archeological resources, other cultural or religious features, or burial grounds can be damaged or destroyed. |
| Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, that are as unobtrusive as possible. | Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, without taking into consideration their location and visibility so that they negatively impact the historic character of the site. |
| Providing continued protection and maintenance of buildings and landscape features on the site through appropriate grounds or landscape management. | Removing or destroying features from the site, such as fencing, paths or walkways, masonry balustrades, or plant material. |

BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|---|--|
| Protecting building and landscape features when working on the site. | Failing to protect building and landscape features during work on the site. |
| Evaluating the overall condition of the site to determine whether more than protection and maintenance, such as repairs to materials and features, will be necessary. | Failing to undertake adequate measures to ensure the protection of the site. |
| Repairing building and site features which have damaged, deteriorated, or missing components to reestablish the whole feature and to ensure retention of the integrity of historic materials. | Failing to repair damaged or deteriorated site features. |
| <p><i>The following work is highlighted to indicate that it represents the greatest degree of intervention generally recommended within the treatment Preservation, and should only be considered after protection, stabilization, and repair concerns have been addressed.</i></p> | |
| Limited Replacement in Kind | |
| Replacing in kind extensively deteriorated or missing features of the site when there are surviving prototypes, such as part of a fountain, portions of a walkway, or a hedge, or when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, and color. | <p>Replacing an entire feature of the building or site when limited replacement of deteriorated or missing components is appropriate.</p> <p>Using replacement material that does not match the historic site feature.</p> |

[22 a-b] The 1907 Commander General's Quarters facing Continental Park is one of many important structures that contribute to the historic significance and character of Fort Monroe, a National Monument, in Hampton, VA.



STANDARDS FOR REHABILITATION & GUIDELINES
FOR REHABILITATING HISTORIC BUILDINGS

Rehabilitation

Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.



Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

INTRODUCTION

In **Rehabilitation**, historic building materials and character-defining features are protected and maintained as they are in the treatment **Preservation**. However, greater latitude is given in the **Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings** to replace extensively deteriorated, damaged, or missing features using either the same material or compatible substitute materials. Of the four treatments, only **Rehabilitation** allows alterations and the construction of a new addition, if necessary for a continuing or new use for the historic building.

Identify, Retain, and Preserve Historic Materials and Features

The guidance for the treatment **Rehabilitation** begins with recommendations to identify the form and detailing of those architectural materials and features that are important in defining the building's historic character and which must be retained to preserve that character. Therefore, guidance on *identifying, retaining, and preserving* character-defining features is always given first.

Protect and Maintain Historic Materials and Features

After identifying those materials and features that are important and must be retained in the process of **Rehabilitation** work, then *protecting and maintaining* them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. Protection includes the maintenance of historic materials and features as well as ensuring that the property is protected before and

during rehabilitation work. A historic building undergoing rehabilitation will often require more extensive work. Thus, an overall evaluation of its physical condition should always begin at this level.

Repair Historic Materials and Features

Next, when the physical condition of character-defining materials and features warrants additional work, *repairing* is recommended. **Rehabilitation** guidance for the repair of historic materials, such as masonry, again begins with the least degree of intervention possible. In rehabilitation, repairing also includes the limited replacement in kind or with a compatible substitute material of extensively deteriorated or missing components of features when there are surviving prototypes features that can be substantiated by documentary and physical evidence. Although using the same kind of material is always the preferred option, a substitute material may be an acceptable alternative if the form, design, and scale, as well as the substitute material itself, can effectively replicate the appearance of the remaining features.

Replace Deteriorated Historic Materials and Features

Following repair in the hierarchy, **Rehabilitation** guidance is provided for *replacing* an entire character-defining feature with new material because the level of deterioration or damage of materials precludes repair. If the missing feature is character defining or if it is critical to the survival of the building (e.g., a roof), it should be replaced to match the historic feature based on physical or his-

toric documentation of its form and detailing. As with repair, the preferred option is always replacement of the entire feature in kind (i.e., with the same material, such as wood for wood). However, when this is not feasible, a compatible substitute material that can reproduce the overall appearance of the historic material may be considered.

It should be noted that, while the National Park Service guidelines recommend the replacement of an entire character-defining feature that is extensively deteriorated, the guidelines never recommend removal and replacement with new material of a feature that could reasonably be repaired and, thus, preserved.

Design for the Replacement of Missing Historic Features

When an entire interior or exterior feature is missing, such as a porch, it no longer plays a role in physically defining the historic character of the building unless it can be accurately recovered in form and detailing through the process of carefully documenting the historic appearance. If the feature is not critical to the survival of the building, allowing the building to remain without the feature is one option. But if the missing feature is important to the historic character of the building, its replacement is always recommended in the **Rehabilitation** guidelines as the first, or preferred, course of action. If adequate documentary and physical evidence exists, the feature may be accurately reproduced. A second option in a rehabilitation treatment for replacing a missing feature, particularly when the available information about the feature is inadequate to permit an accurate reconstruction, is to *design* a new feature that is compatible with the overall historic character of the building. The new design should always take into account the size, scale, and material of the building itself and should be clearly differentiated from the authentic historic features. For properties that have changed over time, and where those changes have acquired

significance, reestablishing missing historic features generally should not be undertaken if the missing features did not coexist with the features currently on the building. Juxtaposing historic features that did not exist concurrently will result in a false sense of the building's history.

Alterations

Some exterior and interior alterations to a historic building are generally needed as part of a **Rehabilitation** project to ensure its continued use, but it is most important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes. Alterations may include changes to the site or setting, such as the selective removal of buildings or other features of the building site or setting that are intrusive, not character defining, or outside the building's period of significance.

Code-Required Work: Accessibility and Life Safety

Sensitive solutions to meeting code requirements in a **Rehabilitation** project are an important part of protecting the historic character of the building. Work that must be done to meet accessibility and life-safety requirements must also be assessed for its potential impact on the historic building, its site, and setting.

Resilience to Natural Hazards

Resilience to natural hazards should be addressed as part of a **Rehabilitation** project. A historic building may have existing characteristics or features that help to address or minimize the impacts of natural hazards. These should always be used to best advantage when considering new adaptive treatments so as to have the least impact on the historic character of the building, its site, and setting.

Sustainability

Sustainability should be addressed as part of a Rehabilitation project. Good preservation practice is often synonymous with sustainability. Existing energy-efficient features should be retained and repaired. Only sustainability treatments should be considered that will have the least impact on the historic character of the building.

The topic of sustainability is addressed in detail in *The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*.

New Exterior Additions and Related New Construction

Rehabilitation is the only treatment that allows expanding a historic building by enlarging it with an addition. However, the Rehabilitation guidelines emphasize that new additions should be considered only after it is determined that meeting specific new needs cannot be achieved by altering non-character-defining interior spaces. If the use cannot be accommodated in this way, then an attached exterior addition may be considered. New additions should be designed and constructed so that the character-defining features of the historic building, its site, and setting are not negatively impacted. Generally, a new addition should be subordinate to the historic building. A new addition should be compatible, but differentiated enough so that it is not confused as historic or original to the building. The same guidance applies to new construction so that it does not negatively impact the historic character of the building or its site.

Rehabilitation as a Treatment. *When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.*

BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|--|---|
| <p><i>Identifying, retaining, and preserving</i> features of the building site that are important in defining its overall historic character. Site features may include walls, fences, or steps; circulation systems, such as walks, paths or roads; vegetation, such as trees, shrubs, grass, orchards, hedges, windbreaks, or gardens; landforms, such as hills, terracing, or berms; furnishings and fixtures, such as light posts or benches; decorative elements, such as sculpture, statuary, or monuments; water features, including fountains, streams, pools, lakes, or irrigation ditches; and subsurface archaeological resources, other cultural or religious features, or burial grounds which are also important to the site.</p> | <p>Removing or substantially changing buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.</p> |



[42] This garden is an important character-defining landscape feature on this college campus.

BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|---|---|
| Retaining the historic relationship between buildings and the landscape. | <p>Removing or relocating buildings or landscape features, thereby destroying the historic relationship between buildings and the landscape.</p> <p>Removing or relocating buildings on a site or in a complex of related historic structures (such as a mill complex or farm), thereby diminishing the historic character of the site or complex.</p> <p>Moving buildings onto the site, thereby creating an inaccurate historic appearance.</p> <p>Changing the grade level of the site if it diminishes its historic character. For example, lowering the grade adjacent to a building to maximize use of a basement, which would change the historic appearance of the building and its relation to the site.</p> |
| <p>Protecting and maintaining buildings and site features by providing proper drainage to ensure that water does not erode foundation walls, drain toward the building, or damage or erode the landscape.</p> | Failing to ensure that site drainage is adequate so that buildings and site features are damaged or destroyed; or, alternatively, changing the site grading so that water does not drain properly. |
| Correcting any existing irrigation that may be wetting the building excessively. | Neglecting to correct any existing irrigation that may be wetting the building excessively. |
| Minimizing disturbance of the terrain around buildings or elsewhere on the site, thereby reducing the possibility of destroying or damaging important landscape features, archeological resources, other cultural or religious features, or burial grounds. | Using heavy machinery or equipment in areas where it may disturb or damage important landscape features, archeological resources, other cultural or religious features, or burial grounds. |
| Surveying and documenting areas where the terrain will be altered to determine the potential impact to important landscape features, archeological resources, other cultural or religious features, or burial grounds. | Failing to survey the building site prior to beginning work, which may result in damage or loss of important landscape features, archeological resources, other cultural or religious features, or burial grounds. |

BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|---|--|
| Protecting (e.g., preserving in place) important site features, archeological resources, other cultural or religious features, or burial grounds. | Leaving known site features or archeological material unprotected so that it is damaged during rehabilitation work. |
| Planning and carrying out any necessary investigation before rehabilitation begins, using professional archeologists and methods, when preservation in place is not feasible. | Allowing unqualified personnel to perform data recovery on archeological resources, which can result in damage or loss of important archeological material |
| Preserving important landscape features through regularly-scheduled maintenance of historic plant material. | Allowing important landscape features or archeological resources to be lost, damaged, or to deteriorate due to inadequate protection or lack of maintenance |
| Protecting the building site and landscape features against arson and vandalism before rehabilitation work begins by erecting temporary fencing and by installing alarm systems keyed into local protection agencies. | Leaving the property unprotected and subject to vandalism before work begins so that the building site and landscape features, archeological resources, other cultural or religious features, or burial grounds can be damaged or destroyed. Removing or destroying features from the site, such as fencing, paths or walkways, masonry balustrades, or plant material. |
| Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, that are as unobtrusive as possible. | Installing protective fencing, bollards, and stanchions on a building site, when necessary for security, without taking into consideration their location and visibility so that they negatively impact the historic character of the site. |
| Providing continued protection and maintenance of buildings and landscape features on the site through appropriate grounds and landscape management. | Failing to protect and maintain materials and features from the restoration period on a cyclical basis so that deterioration of the site results. |
| Protecting buildings and landscape features when working on the site. | Failing to protect building and landscape features during work on the site or failing to repair damaged or deteriorated site features. |

BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|---|---|
| <p>Evaluating the overall condition of materials and features to determine whether more than protection and maintenance, such as repairs to site features, will be necessary.</p> | <p>Failing to undertake adequate measures to ensure the protection of the site.</p> |
| <p>Repairing historic site features which have been damaged, are deteriorated, or have missing components order reestablish the whole feature and to ensure retention of the integrity of the historic materials. Repairs may include limited replacement in kind or with a compatible substitute material of those extensively deteriorated or missing parts of site features when there are surviving prototypes, such as paving, railings, or individual plants within a group (e.g., a hedge). Repairs should be physically and visually compatible.</p> | <p>Removing materials and features that could be repaired or using improper repair techniques.</p> <p>Replacing an entire feature of the site (such as a fence, walkway, or drive) when repair of materials and limited replacement of deteriorated or missing components are feasible.</p> |



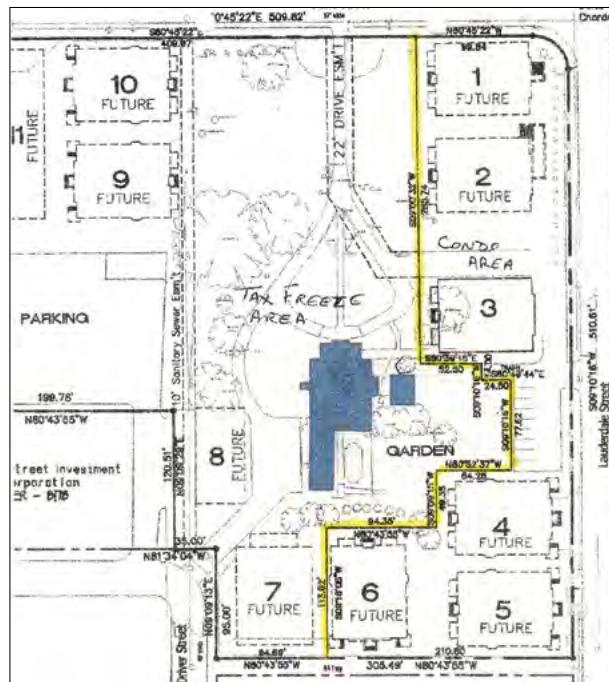
[43] The industrial character of the site was retained when this brewery complex was rehabilitated for residential use.



[44] **Not Recommended:** (a-b) The historic character of this plantation house (marked in blue on plan on opposite page) and its site was diminished and adversely impacted when multiple new buildings like this (#3 on plan) were constructed on the property (c).

BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|--|---|
| <p>Replacing in kind an entire feature of the site that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. Examples could include a walkway or a fountain, a land form, or plant material. If using the same kind of material is not feasible, then a compatible substitute material may be considered.</p> | <p>Removing a character-defining feature of the site that is unrepairable and not replacing it, or replacing it with a new feature that does not match.</p> <p>Using a substitute material for the replacement that does not convey the same appearance of the surviving site feature or that is physically or ecologically incompatible.</p> <p>Adding conjectural landscape features to the site (such as period reproduction light fixtures, fences, fountains, or vegetation) that are historically inappropriate, thereby creating an inaccurate appearance of the site.</p> |



BUILDING SITE

| RECOMMENDED | NOT RECOMMENDED |
|---|---|
| <p><i>The following work is highlighted to indicate that it is specific to Rehabilitation projects and should only be considered after the preservation concerns have been addressed.</i></p> | |
| <p>Designing the Replacement for Missing Historic Features</p>  <p>Designing and installing a new feature on a site when the historic feature is completely missing. This could include missing outbuildings, terraces, drives, foundation plantings, specimen trees, and gardens. The design may be an accurate restoration based on documentary and physical evidence, but only when the feature to be replaced coexisted with the features currently on the site. Or, it may be a new design that is compatible with the historic character of the building and site.</p> | <p>Creating an inaccurate appearance because the replacement for the missing feature is based upon insufficient physical or historic documentation, is not a compatible design, or because the feature did not coexist with the features currently on the site.</p> <p>Introducing a new feature, including plant material, that is visually incompatible with the site or that alters or destroys the historic site patterns or use.</p> |
| <p>Alterations and Additions for a New Use</p> <p>Designing new onsite features (such as parking areas, access ramps, or lighting), when required by a new use, so that they are as unobtrusive as possible, retain the historic relationship between the building or buildings and the landscape, and are compatible with the historic character of the property.</p> | <p>Locating parking areas directly adjacent to historic buildings where vehicles may cause damage to buildings or landscape features or when they negatively impact the historic character of the building site if landscape features and plant materials are removed.</p> |
| <p>Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the site and preserves the historic relationship between the building or buildings and the landscape.</p> | <p>Introducing new construction on the building site which is visually incompatible in terms of size, scale, design, material, or color, which destroys historic relationships on the site, or which damages or destroys important landscape features, such as replacing a lawn with paved parking areas or removing mature trees to widen a driveway.</p> |
| <p>Removing non-significant buildings, additions, or site features which detract from the historic character of the site.</p> | <p>Removing a historic building in a complex of buildings or removing a building feature or a landscape feature which is important in defining the historic character of the site.</p> |
| <p>Locating an irrigation system needed for a new or continuing use of the site where it will not cause damage to historic buildings.</p> | <p>Locating an irrigation system needed for a new or continuing use of the site where it will damage historic buildings.</p> |

[45] Undertaking a survey to document archeological resources may be considered in some rehabilitation projects when a new exterior addition is planned.

Wendy and Gentner Drummond
1414 South Galveston Avenue, Tulsa, Oklahoma 74127
918.605.5033

December 4, 2025

Nathan Foster
Principal Planner
City of Tulsa Planning Office
175 E. 2nd Street, Suite 480
Tulsa, OK 74103

RE: McBirney Mansion

Dear Mr. Foster:

As the owners and long-term stewards of the McBirney Mansion, we respectfully request approval to install a historically appropriate black iron perimeter fence around the property. For the past ten years, we have invested several million dollars—and countless hours—restoring the Mansion to its original grandeur so that it remains an architectural and cultural icon for Tulsa for generations to come. Our intention is and has always been to preserve it faithfully and contribute to the character of the neighborhood and the city.

Unfortunately, our greatest challenge today is ensuring the safety and preservation of the property. Despite our ongoing efforts, we have experienced multiple break-ins and an increasing number of incidents involving vandalism, property damage, and the presence of needles and other drug-related litter. These occurrences have escalated significantly in recent months. During a recent visit, our daughter-in-law arrived with our young grandchildren only to find used needles and trash scattered across our terrace. Just last month, our property manager, who lives on-site in the carriage house, witnessed two individuals openly using drugs—and engaging in other inappropriate conduct which we will not describe here—on the covered patio immediately adjacent to our entertainment room. And, as one example of damage to the mansion itself, on one occasion an intruder climbed the mansion, ripped off a number of our slate roof tiles and threw them to the ground, smashing them to pieces.

These incidents pose unavoidable safety risks for our family and guests and threaten the integrity of the historic structure itself. After exhausting all other practical measures, we have determined that a perimeter fence is the only effective way to secure and protect the property.

When we purchased the home, a deteriorated and weed covered chain-link fence—likely added in the 1960s—ran along a portion of the edge of the property. At that time, the Historic Preservation Commission expressed reluctance about its removal, although it contributed nothing to the historical character of the home and did not provide meaningful security. Today, rather than replacing an eyesore, we are seeking approval to install a 6'4" black iron fence constructed of 14-gauge steel that is visually open, historically appropriate in style, and designed to complement the architectural presence of the Mansion.

As shown in the attached photographs, the proposed fence preserves full views of the home while providing the level of security necessary to ensure the Mansion remains safe, intact, and accessible to future generations. Our goal is to safeguard both the historic resource and the people who live and work within it.

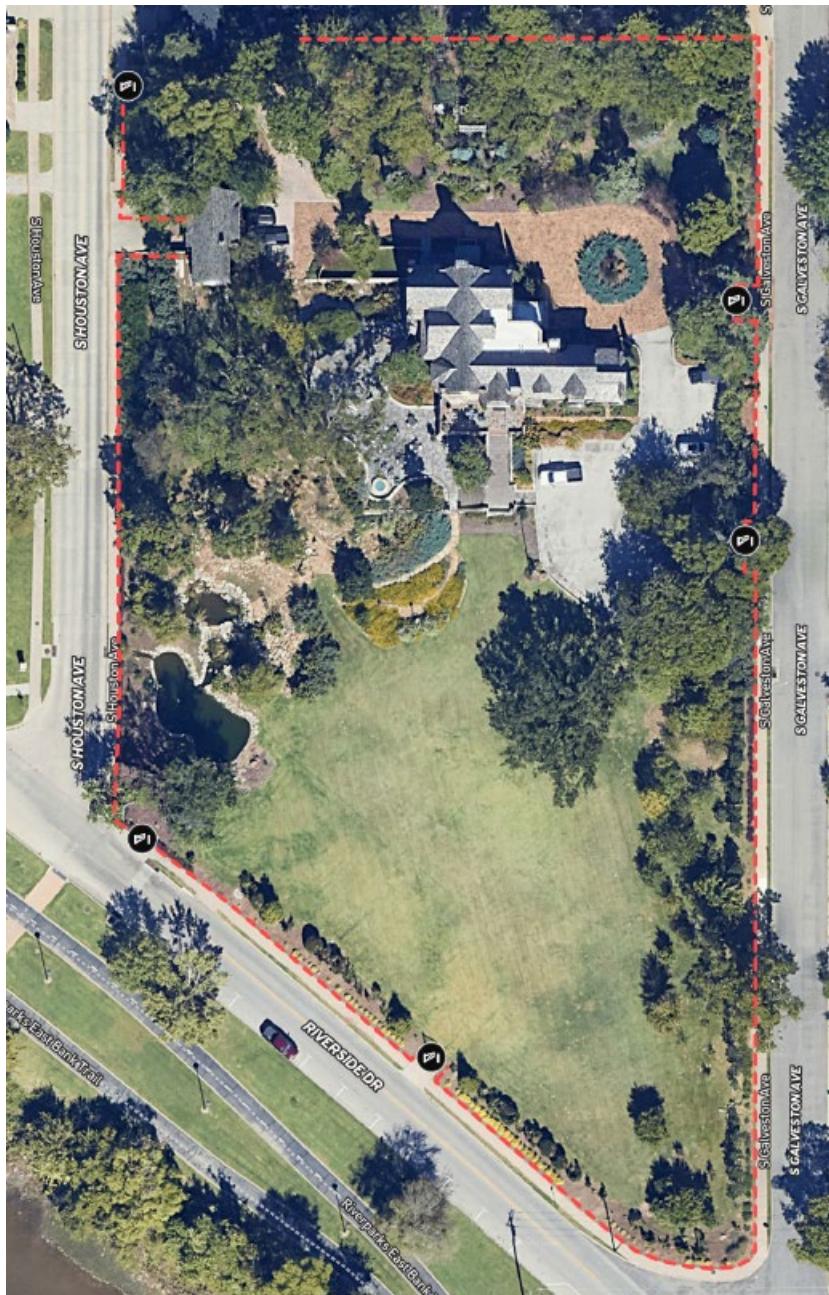
We appreciate the Commission's thoughtful consideration of this request.

Respectfully submitted,

Wendy Drummond

Gentner Drummond

Location of Proposed Perimeter Fence. Note that there is an existing stone wall near the northwest corner to which we will connect the iron fence to create a full perimeter.



This photo shows a small sample piece of the new fence abutting the existing gates:



The following photos show a sample piece of the proposed fence in place at various points around the McBirney, showing how easily viewed the Mansion will be with the fence in place.







McBirney Mansion
1414 south Galveston Ave Supporting photos

We plan to install wrought Iron fencing with top and bottom rail running parallel to the grade. Corner posts will be simple and basic as depicted in this photo.



Galveston ave looking north and south



Corner of Riverside and Galveston



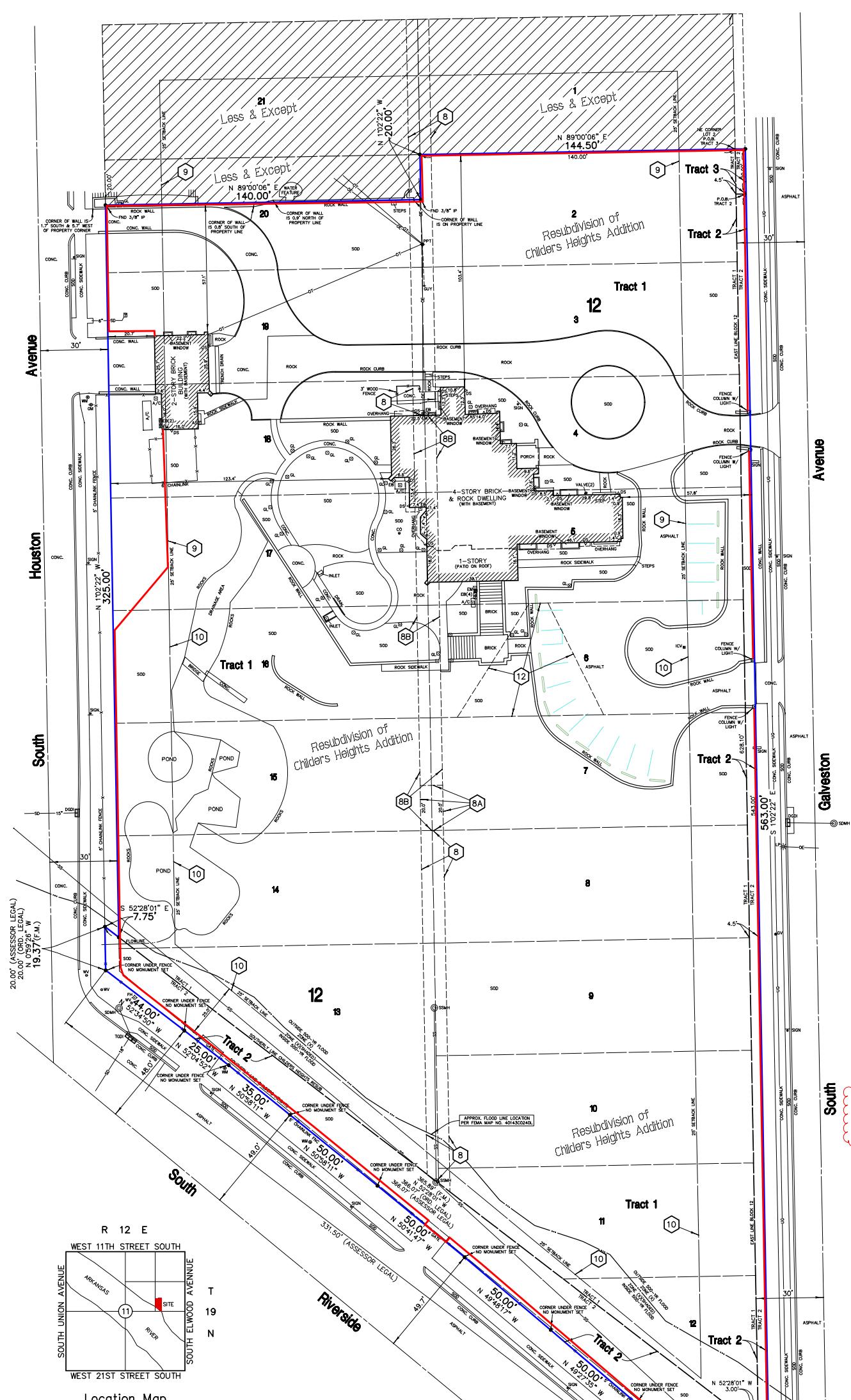
Corner of Houston and Galveston



Houston Street heading north

- We plan to jog the fence north east to avoid landscaping and connect to the carriage house





Legal Description

TRACT 1:

ALL OF BLOCK 12, EXCEPT LOT 1, AND EXCEPT THE NORTH 20 FEET OF LOT 20, AND EXCEPT ALL OF LOT 21 OF SAD BLOCK OF THE RESUBDIVISION OF BLOCKS 4, 5, AND 12 OF CHILDERS HEIGHTS ADDITION AND BLOCKS 1, 9, 10 AND 14 OF NORVELL PARK ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

TRACT 2:

ALL THAT PART OF RIVERSIDE DRIVE AND GALVESTON AVENUE DESCRIBED AS FOLLOWS: BEGINNING AT A POINT 20 FEET SOUTH OF THE NORTHEAST CORNER OF LOT 2, BLOCK 12, RESUBDIVISION OF BLOCKS 4, 5, AND 12 OF CHILDERS HEIGHTS ADDITION AND BLOCKS 1, 9, 10 AND 14 OF NORVELL PARK ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, THENCE EAST 4.5 FEET; THENCE SOUTH 543 FEET; THENCE ON A CURVE TO THE RIGHT A DISTANCE OF 46 FEET; THENCE ON A CURVE TO THE NORTH A DISTANCE OF 336.07 FEET; THENCE NORTH 4.5 FEET; THENCE SOUTHEASTERLY A DISTANCE OF 366.07 FEET; THENCE NORTH A DISTANCE OF 548.1 FEET TO THE POINT OF BEGINNING.

TRACT 3:

ALL THAT PART OF GALVESTON AVENUE DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF LOT 2, BLOCK 12, RESUBDIVISION OF BLOCKS 4, 5, AND 12 OF CHILDERS HEIGHTS ADDITION AND BLOCKS 1, 9, 10 AND 14 OF NORVELL PARK ADDITION TO THE CITY OF TULSA, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, THENCE EAST A DISTANCE OF 4.5 FEET; THENCE SOUTH A DISTANCE OF 20 FEET; THENCE WEST A DISTANCE OF 4.5 FEET; THENCE NORTH A DISTANCE OF 20 FEET TO THE POINT OF BEGINNING.

Schedule B-II Exceptions

8. FIVE (5.00) FOOT WIDE EASEMENTS EITHER SIDE OF THE DIVIDING LINES OF THE LOTS IN BLOCK 12 AS DESCRIBED IN DEED OF DEDICATION RECORDED IN BOOK 240, PAGE 587, AS PARTIALLY VACATED IN SURVEY NO. CJ-2007-3290, DATED 10/10/2007, TAKEN IN THE NAME OF TULSA BELL TELEPHONE COMPANY, AS DOCUMENT NO. 207102867, SUBJECT TO EASEMENTS RESERVED IN SOUTHWESTERN BELL TELEPHONE COMPANY AND PUBLIC SERVICE COMPANY AS SET FORTH THEREIN. (SURVEYOR NOTE: DISTRICT COURT ACTION VACATED THE EASEMENT IN THE NAME OF TULSA BELL TELEPHONE COMPANY IN LOTS 14 AND 16, LOTS 5 AND 17, AND A PORTION OF LOTS 4 AND 18. PUBLIC SERVICE COMPANY (PSO) RETAINED EASEMENT RIGHTS OVER AND ACROSS THE SOUTHERLY 20.00 FEET OF THE VACATED EASEMENT AS SHOWN HEREON AS EXCPTION NO. 8. TULSA BELL TELEPHONE COMPANY AND SOUTHWESTERN BELL TELEPHONE, L.P., RETAINED EASEMENT RIGHTS THROUGHOUT THE ENTIRETY OF THOSE VACATED IN WHICH TELEPHONE AND FACILITIES EXIST, OR IF SWB PRESENTLY DISCUSSES FACILITIES AND TELCO FACILITIES EXIST, THEREFORE, SWB RETAINS EASEMENT RIGHTS OVER AND ACROSS ALL OF THE VACATED EASEMENT IN WHICH SWB FACILITIES ARE LOCATED AND SHOWN HEREON AS EXCPTION NO. 8B.)

9. RESTRICTIONS AND SETBACK LINES IN WARRANTY DEED RECORDED IN BOOK 259, PAGE 26, AS EXTENDED BY STIPULATION EXTENDING RESTRICTIONS RECORDED IN BOOK 250, PAGE 87, SUBJECT TO EASEMENT, SETBACK LINE OR RESTRICTION, INDICATING A PREFERENCE, LIMITATION, OR DISCRIMINATION BASED ON RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS, OR NATIONAL ORIGIN TO THE EXTENT SUCH COVENANTS, CONDITIONS OR RESTRICTIONS VACATED IN THE NAME OF TULSA BELL TELEPHONE COMPANY IN LOTS 2 AND 20, AND ALL OF LOTS 4, 5, 17, 18 AND 19 ARE SUBJECT TO THE RESTRICTIONS TO THE EXTENT APPLICABLE, SHOWN HEREON AS THE 25.00 FOOT SETBACK LINE REFERRED TO WITHIN DEED AND STIPULATION.)

10. RESTRICTIONS AND SETBACK LINES IN WARRANTY DEED RECORDED IN BOOK 259, PAGE 36, AS EXTENDED BY STIPULATION EXTENDING RESTRICTIONS RECORDED IN BOOK 250, PAGE 87, SUBJECT TO EASEMENT, SETBACK LINE OR RESTRICTION, INDICATING A PREFERENCE, LIMITATION, OR DISCRIMINATION BASED ON RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS, OR NATIONAL ORIGIN TO THE EXTENT SUCH COVENANTS, CONDITIONS OR RESTRICTIONS VACATED IN THE NAME OF TULSA BELL TELEPHONE COMPANY IN LOTS 2 AND 20, AND ALL OF LOTS 4, 5, 17, 18 AND 19 ARE SUBJECT TO THE RESTRICTIONS TO THE EXTENT APPLICABLE, SHOWN HEREON AS THE 25.00 FOOT SETBACK LINE REFERRED TO WITHIN DEED AND STIPULATION.)

11. CAVEAT RECORDED IN BOOK 4307, PAGE 600. (SURVEYOR NOTE: ALL OF LOTS 2, THRU 19, AND THE SOUTH 30.00 FEET OF LOT 20 IS SUBJECT TO THE CAVEAT TO THE EXTENT APPLICABLE.)

12. REAL PROPERTY AND LIMITATIONS ON ACCESS, AS SET OUT IN QUITCLAIM DEED EXECUTED BY TRANSPORTATION COMMISSION OF THE STATE OF OKLAHOMA TO CITY OF TULSA RECORDED IN BOOK 4359, PAGE 874. (SURVEYOR NOTE: AFFECTS SUBJECT PROPERTY AS SHOWN HEREON.)

13. DEED OF SCENIC, OPEN SPACE, AND ARCHITECTURAL FAÇADE EASEMENT TO OKLAHOMA HISTORICAL SOCIETY AND CITY OF TULSA RECORDED IN BOOK 4374, PAGE 1406. (SURVEYOR NOTE: ALL OF LOTS 2 THRU 20, EXCEPT THE NORTH 30.00 FEET OF LOTS 2 AND 20 IS SUBJECT TO THE DEED TO THE EXTENT APPLICABLE.)

Miscellaneous Notes

- A. ALL UNDERGROUND UTILITIES MAY NOT BE SHOWN. CALL "OKIE" (1-800-522-6543) BEFORE DIGGING. (WE DO NOT CERTIFY TO THE EXISTENCE OR LOCATION OF UNDERGROUND UTILITIES.)
- B. THE PROPERTY DESCRIBED HEREON CONTAINS 3.083 ACRES OR 134,285 SQ. FT.
- C. THE BEARING BASE FOR THIS SURVEY IS ASSUMED USING EAST LINE OF BLOCK 12 AS S 102°22' E.
- D. THE PROPERTY DESCRIBED HEREON CONTAINS A TOTAL OF 17 STRIPED PARKING SPACES.
- E. THE PROPERTY DESCRIBED HEREON DOES NOT LIE WITHIN THE 100-YEAR FLOODPLAIN ACCORDING TO THE REGULATORY FLOODPLAIN MAP ATLAS FOR THE CITY OF TULSA, DATED MAY 17, 2013.
- F. 3/8" IRON PIN SET AT ALL PROPERTY CORNERS UNLESS OTHERWISE NOTED.
- G. ALL EASEMENTS AND RIGHTS OF WAY CONTAINED IN OLD REPUBLIC NATIONAL LIFE INSURANCE COMPANY COMMITMENT FOR TITLE INSURANCE, FILE NO. 86303, WITH AN EFFECTIVE DATE OF MAY 30, 2014 ARE SHOWN OR NOTED HEREON.

ALTA/ACSM Land Title Survey

of

Part of Block 12

Resubdivision of

Childers Heights Addition

and

a Vacated Portion of S. Riverside Dr.

and

a Vacated Portion of S. Galveston Ave.

City of Tulsa, Tulsa County, Oklahoma

L=7.37'(F.M.)
R=15.00'
C.A.=28°08'19"
C.L.=7.29'
C.B.-S 16'08"36" W
L=7.00'(ORD. LEGAL)

L=24.00'
R=95.00'
C.A.=14°28'29"
C.L.=23.94'
C.B.=N 85°02'08" W

L=14.15'(F.M.)
R=15.00'
C.A.=54°03'51"
C.L.=13.63'
C.B.=S 60°41'42" W
L=15.00'(ORD. LEGAL)

L=23.50'
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C.A.=22°34'17"
C.L.=23.50'
C.B.=N 50°00'35" W

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HP PERMIT NUMBER: HP-0728-2025

PROPERTY ADDRESS: 823 North Cheyenne Avenue

DISTRICT: Brady Heights/ The Heights

APPLICANT: Chance Dobson

A. CASE ITEMS FOR CONSIDERATION

1. Construction of driveway in street yard
2. Removal of addition on north side of east façade
3. Construction of porch
4. Alteration of roof on enclosed porch
5. Replacement of vent in gable on east façade
6. Replacement of siding with shingles in gable on east façade
7. Replacement and installation of siding
8. Installation of French doors on east façade
9. Installation of screen door on north side of enclosed porch
10. Replacement of windows with screens on enclosed porch
11. Installation of light fixture on east façade
12. Construction of safety rail
13. Construction of fence in street yard

B. BACKGROUND

DATE OF CONSTRUCTION: ca. 1917

ZONED HISTORIC PRESERVATION: 1999

NATIONAL REGISTER LISTING: BRADY HEIGHTS HISTORIC DISTRICT, 1980

CONTRIBUTING STRUCTURE: Yes

STYLE/CONSTRUCTION: Craftsman Bungalow

PREVIOUS ACTIONS:

COA – January 12, 2006 – TPC Approval

Repair and replace original eave details, siding materials, and decorative details with like materials and characteristics with the following conditions: to recommend approval of open eaves; that the front eave projections be restored; and replacement of all exterior materials would be to match the existing based on the old photographs; that the exposed soffits, decking, and bead board should be similar in design and appearance.

COA-15-062 – January 14, 2016 – TPC Approval

Reconstruct character-defining features to front façade according to plans submitted: Replacement of non-original door with Craftsman-style three-light, three paneled wood door as submitted

Replace non-original gable vent with a wood vent

Install fascia trim according to drawings submitted

Replace non-original clapboard siding on the front façade with wood cedar shingles

HP-0106-2019 – May 13, 2019 – Staff Approval

Repair and replacement in kind of shingles

B. ISSUES AND CONSIDERATIONS

1. Proposed are several alterations to the rear (east side) of the residence and lot. Because the property is located on a corner lot, the Work on the primary residence is visible from the street and subject to review. The first proposal is the construction of a 20-foot-wide driveway in the street yard on the north side of the lot. The proposed driveway is located on the side street, Jasper Street. The driveway will serve a new detached garage, which is located outside of the street yard and is not subject to the HP Permit requirement.

The second set of proposals involve the removal of an addition at the northeast corner of the house. The date the addition was constructed is unknown. In its place, an uncovered porch/deck would be built. The porch would be constructed from concrete, but the rail would be constructed of wood to match the front porch. On the east façade of the residence, wood shingles would be installed in the main gable, a set of French doors would be installed, and a new light fixture would be installed next to the doors.

The proposed deck connects to the existing enclosed porch on the southeast corner of the residence, which would remain. On the enclosed porch, the applicant proposes to replace the shed roof with a gabled roof, replace the windows with screens, and install a new screen door on the north side. Novelty siding matching the existing siding would be replaced and installed throughout this area of the residence and on the east façade of the house.

The installation of a safety rail is also proposed. A cellar currently exists under the enclosed porch but is accessible only through a small panel. The applicants intend to build a set of steps and install a door leading to the cellar. It is staff's opinion that the steps and door would most likely not be visible from the street. However, a safety rail would be necessary around the steps and is shown in the proposed elevations and rail details.

Finally proposed is the construction of a fence in the street yard, which would be 5'-2½" tall and be constructed with wood. The detail of the fence and its gate are included in the application packet.

During the review by the Historic Preservation (HP) Permit Subcommittee on December 11, 2025, the applicant agreed to return to the next subcommittee meeting with minor revisions and provide additional information. That review was scheduled for January 8, 2026, but the meeting was canceled due to lack of quorum. This application has been forwarded directly to the preservation commission without a formal recommendation by the HP Permit Subcommittee for that reason.

2. Reference: *Tulsa Zoning Code*

SECTION 70.070-F Standards and Review Criteria

In its review of HP permit applications, the preservation commission must use the adopted design guidelines to evaluate the proposed work and must, to the greatest extent possible, strive to affect a fair balance between the purposes and intent of HP district regulations and the desires and need of the property owner. In addition, the preservation commission must consider the following specific factors:

1. The degree to which the proposed work is consistent with the applicable design guidelines;
2. The degree to which the proposed work would destroy or alter all or part of the historic resource;
3. The degree to which the proposed work would serve to isolate the historic resource from its surroundings, or introduce visual elements that are out of character with

the historic resource and its setting, or that would adversely affect the physical integrity of the resource;

4. The degree to which the proposed work is compatible with the significant characteristics of the historic resource; and
5. The purposes and intent of the HP district regulations and this zoning code.

3. Reference: *Unified Design Guidelines – Residential Structures*

SECTION A – GUIDELINES FOR REHABILITATION OF EXISTING STRUCTURES

A.1 General Requirements

A.1.1 Retain and preserve the existing historic architectural elements of your home.

A.1.2 If replacement of historic architectural elements is necessary, match the size, shape, pattern, texture, and directional orientation of the original historic elements.

A.1.3 Ensure that work is consistent with the architectural style and period details of your home.

A.1.4 Return the structure to its original historic appearance using physical or pictorial evidence, rather than conjectural designs.

A.2 Exterior Walls

A.2.1 Retain and preserve the original historic wall materials and character-defining details, including, but not limited to, window and door trim, eave brackets, and embedded porch columns.

A.2.2 To return the home to its original historic appearance, remove non-historic siding and trim. Repair and restore the underlying historic siding, trim, and details. Removal of non-historic siding is encouraged (and may be staff approved).

A.2.3 If replacement of deteriorated wall materials is necessary, use matching materials (wood, brick, etc.) that maintain the size, shape, pattern, texture, and directional orientation of the original historic material.

A.2.4 When proposing to use materials different from the original historic wall materials, replacement materials that maintain the character of the structure and the size, shape, pattern, texture, and directional orientation of the original historic siding will be considered on a case-by-case basis.

A.2.5 In order to maintain the historic appearance of the structure, do not apply paint to unpainted brick or stone walls. Staff can approve the removal of paint from brick or stone surfaces to return the structure to its original historic appearance. Repainting previously painted surfaces does not require HP Permit review.

A.3 Doors and Door Surrounds

A.3.1 Retain and preserve original historic doors and door surrounds, including frames, glazing, panels, sidelights, fanlights, and transoms.

A.3.2 Do not remove, cover, or move existing door, sidelight, fanlight, and transom openings.

A.3.3 To return the home to its original historic appearance, remove non-historic doors and replace them using physical or pictorial evidence of the originals. If no evidence exists, select doors and surrounds which are consistent with the architectural style of your home.

A.3.4 To gain thermal efficiency, storm doors which maintain the appearance and allow maximum visibility of the original historic doors may be installed. Unfinished or clear-finished metals are not allowed. (Storm doors can be staff approved.)

A.3.5 If replacement of deteriorated doors is necessary, select doors and surrounds which are consistent with the architectural style of your home.

- A.3.6 If replacement of deteriorated trim is necessary, match the appearance, size, shape, pattern, texture, and detailing of the original historic trim.
- A.3.7 When adding new door openings, maintain the proportions of the façade. Match the dimensions and trim details of other doors and surrounds on your home. Select doors and surrounds which are consistent with the architectural style of your home.
- A.3.8 Use clear glass in new or replacement doors and sidelights.
- A.3.9 Exterior security bars and grilles are discouraged.

A.4 Windows and Window Trim

- A.4.1 Retain and preserve original historic windows, including glazing, trim, muntins, and character-defining details.
- A.4.2 Do not remove, cover, or move existing window openings.
- A.4.3 To return the home to its original historic appearance, remove non-historic windows and trim. When selecting replacements, use physical or pictorial evidence. If no evidence exists, select windows which are consistent with the architectural style of your home.
- A.4.4 To gain thermal efficiency, storm windows which maintain the appearance and allow maximum visibility of the original historic windows may be installed. Unfinished and clear-finished metals are not allowed. (Storm windows can be staff approved.)
- A.4.5 If replacement of deteriorated windows is necessary, match the original historic windows in sash design, size, shape, muntin pattern, location, glazing area, and tint. Insulated glass (double-pane) windows may be used. Exterior muntins are required on simulated-divided-light windows.
 - .1 Brady Heights – Match the original historic window material.
 - .2 Elmwood – Match the original historic window material
- A.4.6 If replacement of deteriorated trim is necessary, match the appearance, size, shape, pattern, texture, and detailing of the original historic trim.
- A.4.7 When adding new window openings, maintain the proportions of the façade. Match the size, design, and pattern of the existing windows. Align the headers of new windows with the existing windows.
- A.4.8 Exterior security bars and grilles are discouraged.

A.5 Roofs

- A.5.1 Retain and preserve the original historic roof form (hipped, gabled, etc.) and pitch.
- A.5.2 Do not remove character-defining architectural features of your roof, including, but not limited to, dormers, chimneys, cupolas, eaves, soffits, fascia boards, and decorative details, such as eave brackets, exposed rafter tails, or corbels.
- A.5.3 If replacement of deteriorated architectural roof features is necessary, use materials that maintain the character of the structure and the size, shape, pattern, texture, dimensions, and directional orientation of the original historic roof features.
 - .1 Elmwood – Match the original historic roof material
- A.5.4 To return the home to its original historic appearance, use physical or pictorial evidence. If no evidence exists, select architectural roof features which are consistent with the architectural style of your home.
- A.5.5 Replacement of existing roof covering—wood shingles, asphalt shingles, clay tile, etc.—with the same material does not require HP Permit review (for example, replacing an asphalt-shingled roof with asphalt shingles). Architectural shingles are encouraged.
- A.5.6 When proposing to change the materials of your roof covering, replacement materials that maintain the character of the structure and the size, shape,

pattern, texture, and directional orientation of the original historic roof covering will be considered on a case-by-case basis.

.1 Yorktown – Metal roofing is not allowed.

A.5.7 When replacing your roof covering, replace an entire roof section if it is visible from the street.

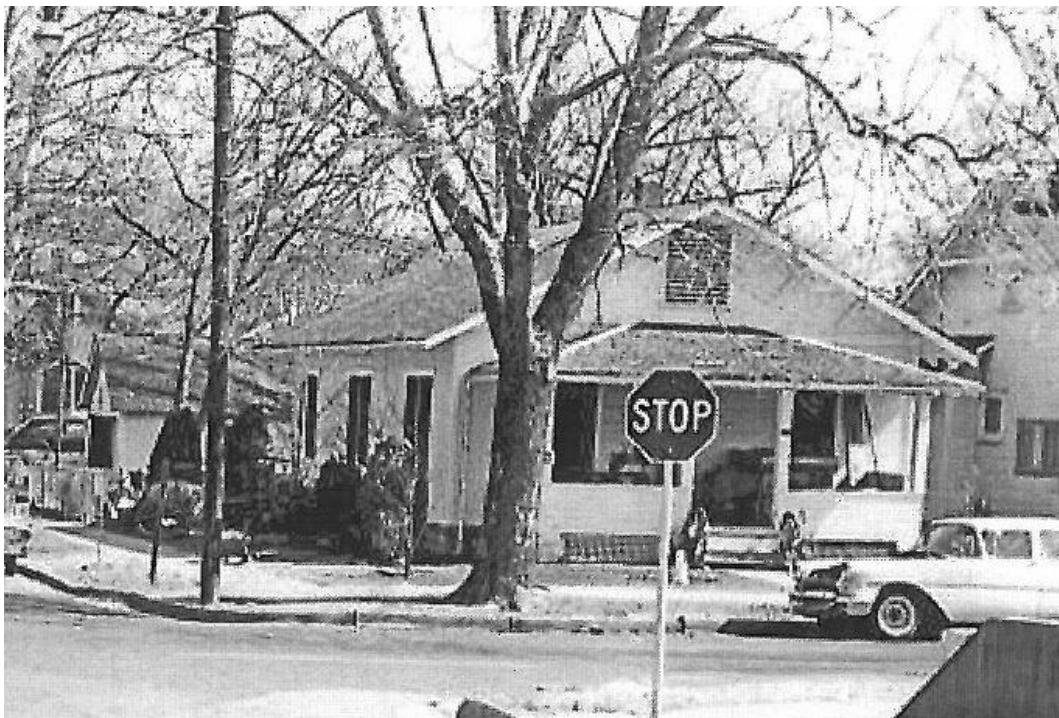
A.6 Porches

- A.6.1 Retain and preserve the original historic porch and its character-defining architectural features through repair.
- A.6.2 Do not remove character-defining architectural features of your porch, including, but not limited to, ceiling, floor, piers, columns, railings, handrails, steps, bulkheads, skirt/stem wall, and decorative details, such as crown molding, trim, eave brackets, and exposed rafter tails.
- A.6.3 If replacement of deteriorated porch elements is necessary, use materials that maintain the character of the structure and the size, shape, pattern, texture, dimensions, and directional orientation of the original historic features.
- A.6.4 To return the home to its original historic appearance, use physical or pictorial evidence. If no evidence exists, select porch features which are consistent with the architectural style of your home. Return enclosed porches to original historic open design (which can be staff approved).
- A.6.5 If adding a railing or other porch elements where none exists, select porch elements (columns, railing design, trim, etc.) which are consistent with the architectural style of your home.

SECTION G – GUIDELINES FOR LANDSCAPE FEATURES, PAVING, AND SIGNAGE

G.1 Landscape Features

- G.1.1 Retain and preserve original historic walls, fencing, lighting, planters, and other landscape features through repair.
- G.1.2 Removal of historic landscape features will be considered on a case-by-case basis. Removal of non-historic landscape features can be staff-approved.
- G.1.3 Ensure that new landscape features are appropriate to the style of your home and consistent with the historic elements found along the same street and within the district.
- G.1.4 Use fencing materials that are consistent with the historic fencing found along the same street and within the district. Chain-link fencing, wire fencing (12 gauge or less), vinyl fencing, or any fencing that blocks the view of structures is not allowed.
- G.1.5 Use wall materials that are consistent with the historic walls found along the same street and within the district. Cinder block, segmental retaining wall systems, corrugated metal, and railroad ties are not allowed. Historically styled cast concrete block will be considered on a case-by-case basis.
 - .1 Elmwood – dry-stack retaining walls are not allowed



1950s



2001



2001



2016



March 2025 (Image from Google Street View)



March 2025 (Image from Google Street View)



March 2025 (Image from Google Street View)



Historic Preservation

Permit

APPLICATION FORM

ATTACHMENT A: SUBMITTAL MATERIALS

PROJECT DESCRIPTION

Give a detailed description and justification for each repair, alteration, new construction, or demolition planned. Include description and condition of affected existing materials. Attach additional pages as needed.

We plan to repair the existing enclosed porch and rebuild the single sloped roof to a gable style roof to match the rest of the house. As well as replacing the windows with only wooden screens along all three sides of the enclosed porch. In addition to the existing enclosed porch we also plan on demo-ing the non-original existing north structure with a new porch that matches the original style and clad of the house.

PROJECT CHECKLIST

- Digital color photographs of each elevation of the site, building(s), and project area(s) provided by email or memory device only. **No external storage account invitations.**
- Product brochures, color photographs, and/or material samples when new or replacement materials are proposed.
- Site plan, no larger than 11x17, to scale with dimensions and north arrow showing location of structures and project area or landscape features in respect to building line, property line, and adjacent structures on all sides.
- Elevation sketches or renderings to scale with dimensions showing location of work required for changes on exterior walls, additions, and new construction
- Window Survey Form for proposed window repair or replacement (see **Attachment B**)

FOR ADDITIONS AND NEW CONSTRUCTION, THE FOLLOWING ARE REQUIRED IN ADDITION TO THE ABOVE:

- Site Plan, Floor Plans, and Elevations should be at a scale of 1 inch = 20 feet, or greater
- Architectural rendering (optional)
- Legal description of the property as recorded on the deed
- Location of all existing and proposed structure(s), with front and side setback distances indicated
- Percentage of slope on lot
- Location of existing and proposed retaining walls, sidewalks, and driveways with front and side setbacks indicated
- An additional site plan showing approximate height, width and front setback of proposed project and all adjacent structures to show relationship to neighborhood
- Floor plan to scale with dimensions required for additions and new construction

ATTACHMENT B: WINDOW SURVEY FORM (if applicable- see Window Repair and Replacement Guide)

823 N CHEYENNE AVE

HISTORICAL PRESERVATION PERMIT SET



SCOPE OF WORK:

EXISTING ENCLOSED PORCH:

- REPAIRING WALLS AND ANYTHING STRUCTURAL BELOW THE ROOF.
- RE-FRAMING THE SINGLE SLOPE ROOF INTO A GABLE STYLE ROOF TO MATCH THE EXISTING HOUSE.

- REPLACING WINDOWS WITH WOODEN SCREENS AND ADDING SOME WHERE NEEDED

THE PORCH ADDITION:

- DEMOLISHING THE EXISTING NON-ORIGINAL STRUCTURE
- REBUILDING A NEW PORCH WITH A STEEL BASE AND CONCRETE FLOOR

823 N Cheyenne Historical Preservation Permit Set
823 N CHEYENNE AVE
Tulsa, OK 74106
Cover Sheet

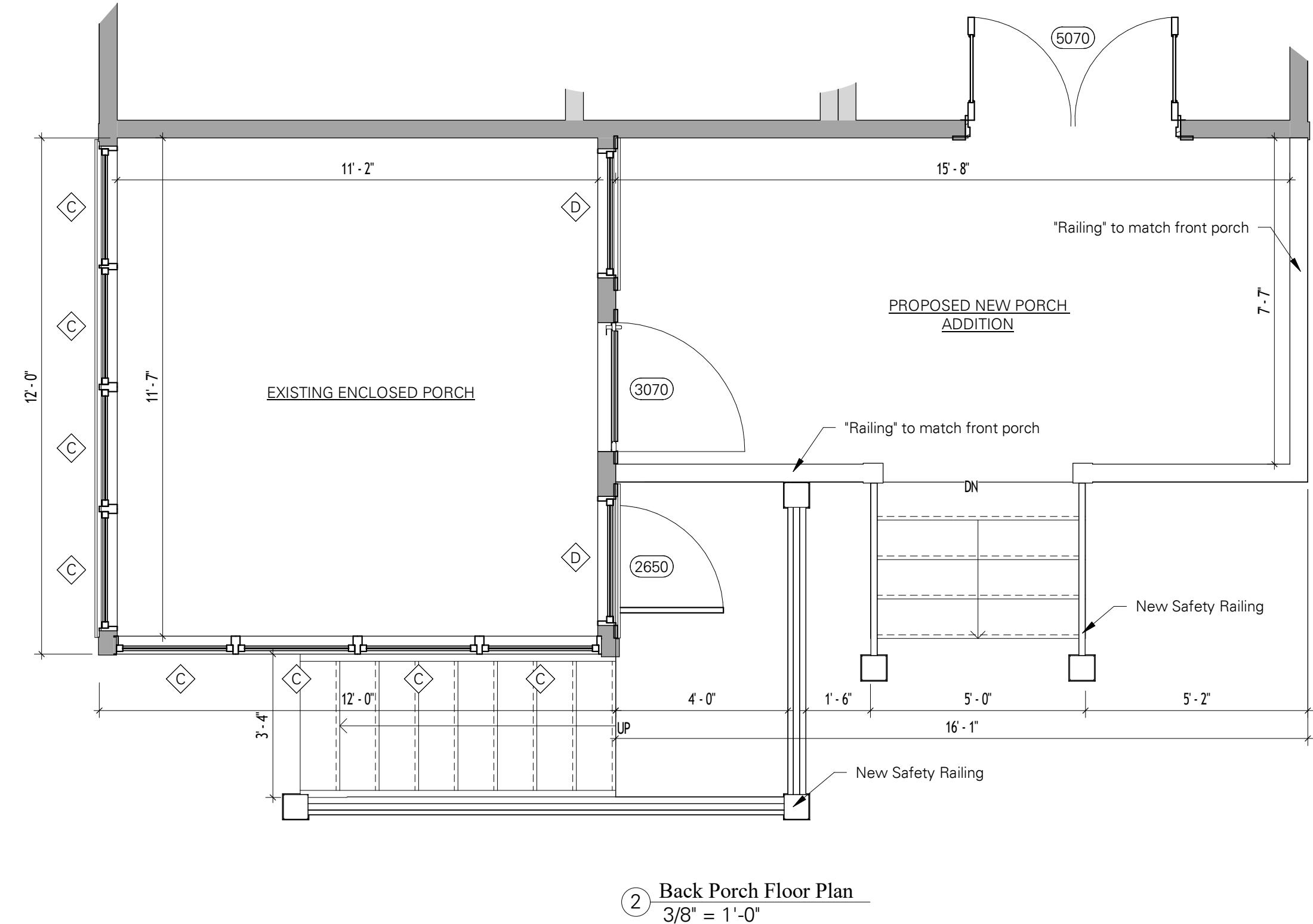
SAGEBRUSH
BUILDING SYSTEMS
A VENTAIRE COMPANY
909 N. Wheeling Ave,
Tulsa OK, 74110

PROJECT # 25-0634
JOB # 64532
DRAWN BY: WCM
DRAWN DATE: 12/5/25
SCALE: 1/8" = 1'-0"

Cover Sheet

CS-1

SHEET # OF
1 14



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823 N CHEYENNE AVE
Tulsa, OK 74106
Floor Plan

PROJECT # 25-0634
JOB # 64532
DRAWN BY: WCM
DRAWN DATE: 12/5/25
SCALE: 3/8" = 1'-0"

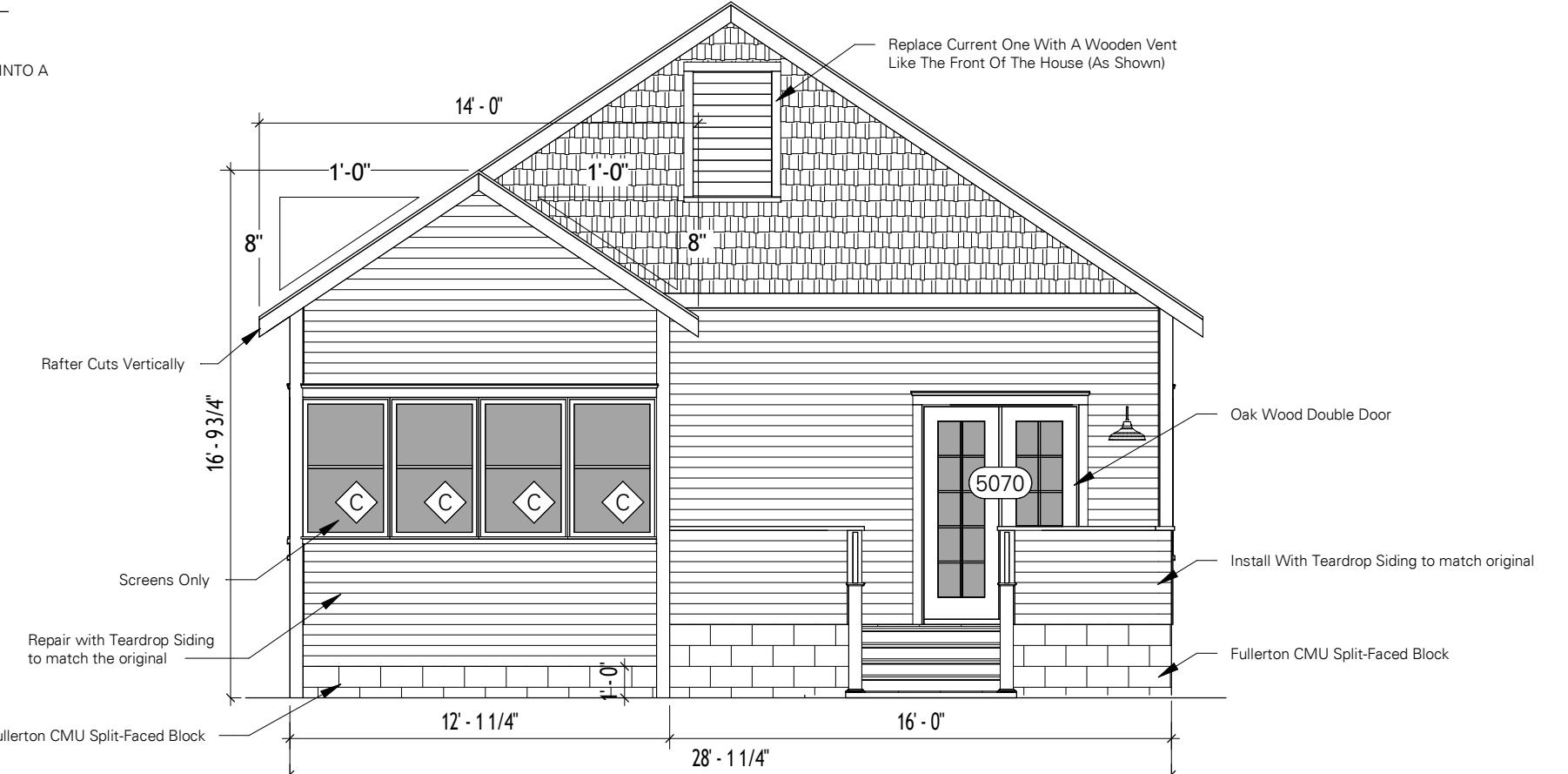
Floor Plan

A-1

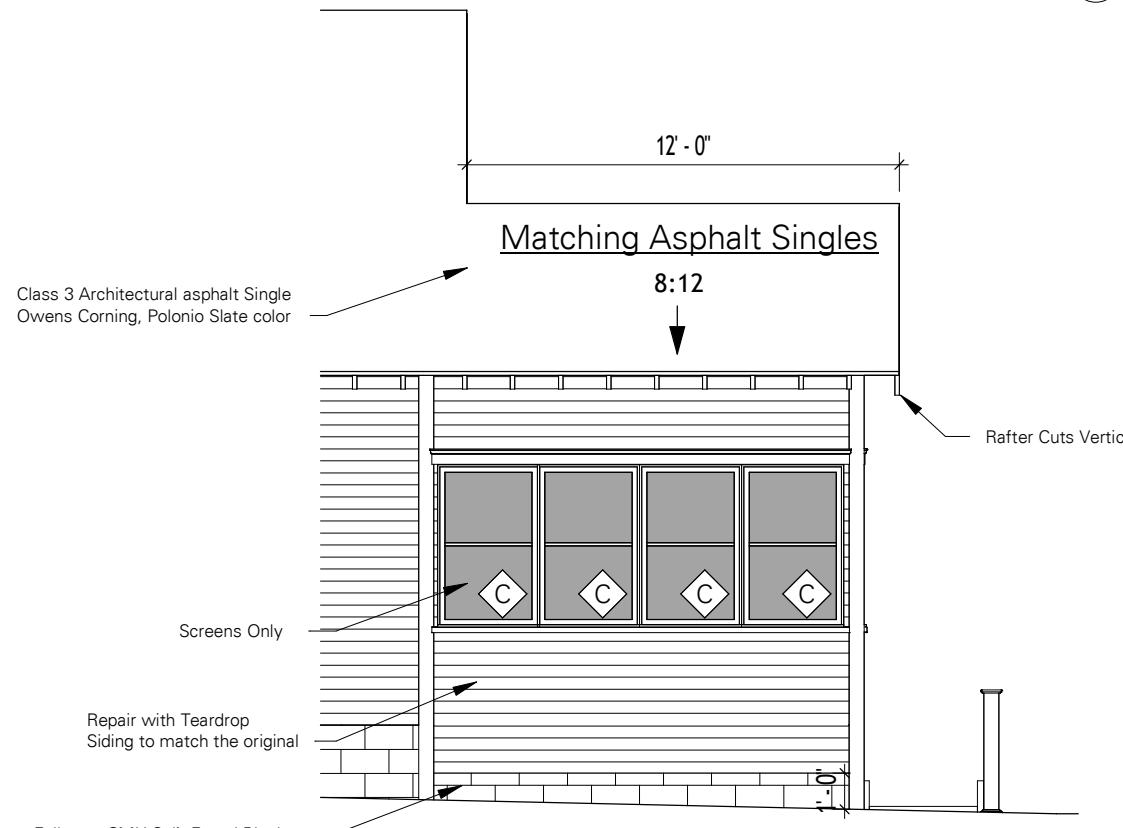
SHEET # 2 OF 14

NOTES:

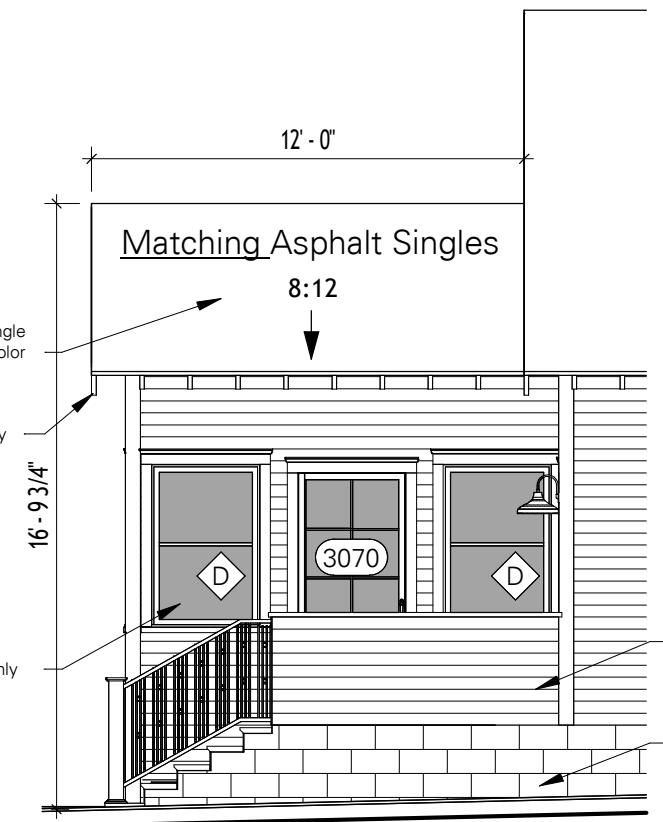
- EXISTING ENCLOSED PORCH IS BEING REPAIRED BELOW THE ROOF
- EXISTING ENCLOSED PORCH'S ROOF WILL BE REPLACED AND REFRAMED INTO A GABLE STYLE ROOF TO MATCH EXISTING HOUSE AS SHOWN
- RAFTERS ARE TO BE CUT VERTICALLY TO MATCH THE EXISTING HOUSE



① East Porch Elevation
3/16" = 1'-0"



② South Porch Elevation
3/16" = 1'-0"



③ North Porch Elevation
3/16" = 1'-0"

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823 N Cheyenne Historical Preservation Permit Set

823 N CHEYENNE AVE
Tulsa, OK 74106
Porch Elevations

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| JOB # | 64532 |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | 3/16" = 1'-0" |

Porch Elevations

A-3

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| 3 | 14 |

NOTES:

- GARAGE IS PAST THE STREET YARD, OR BEHIND THE HOUSE COMPLETELY

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① South Overall Building Elevation
1" = 10'-0"



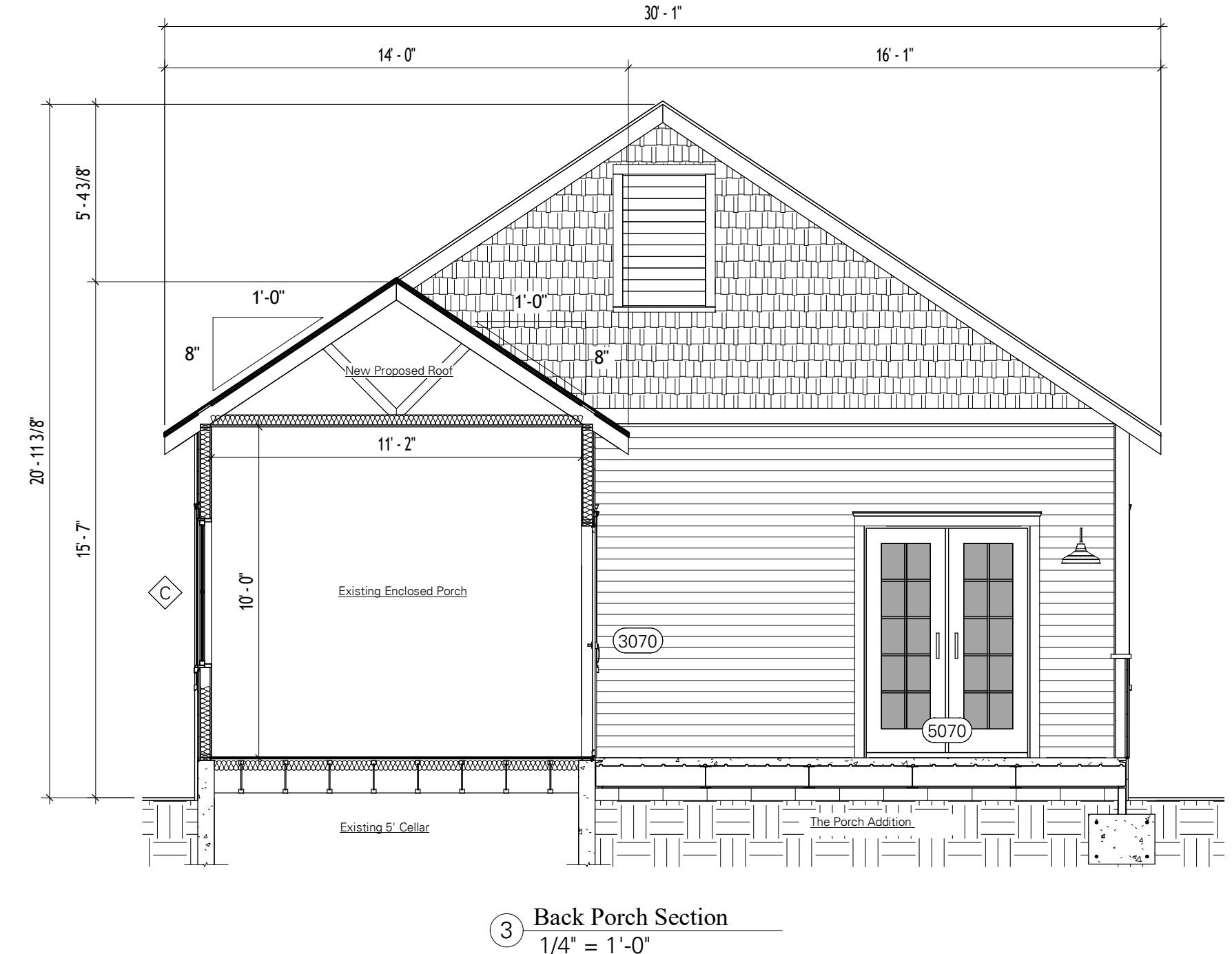
② North Overall Building Elevation
1" = 10'-0"

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823 N Cheyenne Historical Preservation Permit Set
823 N CHEYENNE AVE
Tulsa, OK 74106
Elevations With House

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| | |
|-----------------------|-------------|
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| JOB # | 64532 |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | 1" = 10'-0" |
| Elevations With House | |
| A-4 | |
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Tulsa, OK 74106
Section

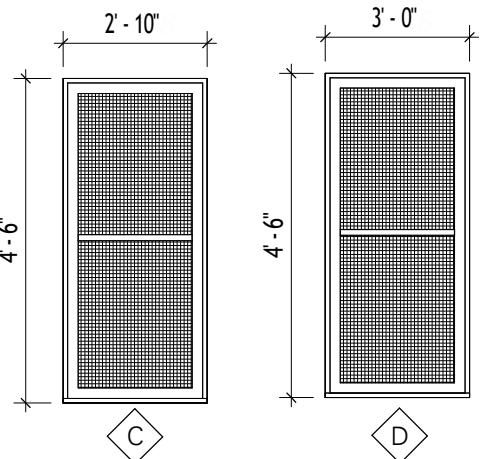
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| JOB # | 64532 |
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| DRAWN DATE: | 12/5/25 |
| SCALE: | 1/4" = 1'-0" |

Section

A-5

Window Schedule

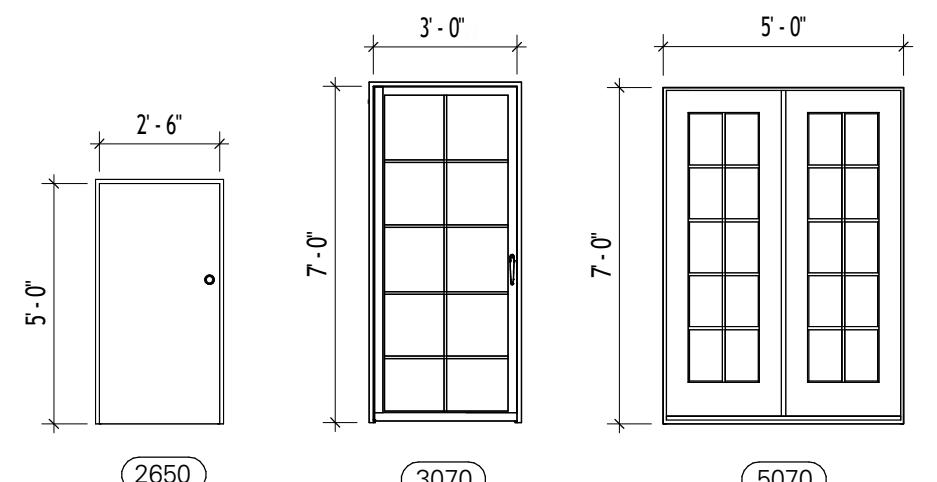
| Count | Type Mark | Width x Height | Material | Type | Finish | Comments | Description | Type Comments |
|-------|-----------|--------------------|----------|------|--------|----------|--------------|---------------|
| 8 | C | 2' - 10" x 4' - 6" | Wooden | | | | Screens Only | |
| 2 | D | 3' - 0" x 4' - 6" | Wooden | | | | Screens Only | |



Window Elevations
3/8" = 1'-0"

Door Schedule

| Count | Mark | Width x Height | Type Comments | Material | Frame Material | Frame Finish | Comments |
|-------|------|-------------------|---------------|-------------|----------------|--------------|------------|
| 1 | 3070 | 3' - 0" x 7' - 0" | Exterior | Wood Screen | | | Main House |
| 1 | 5070 | 5' - 0" x 7' - 0" | Exterior | Oak | | | Main House |
| 1 | 2650 | 2' - 6" x 5' - 0" | Exterior | Oak | | | Main House |



Door Elevations
1/4" = 1'-0"

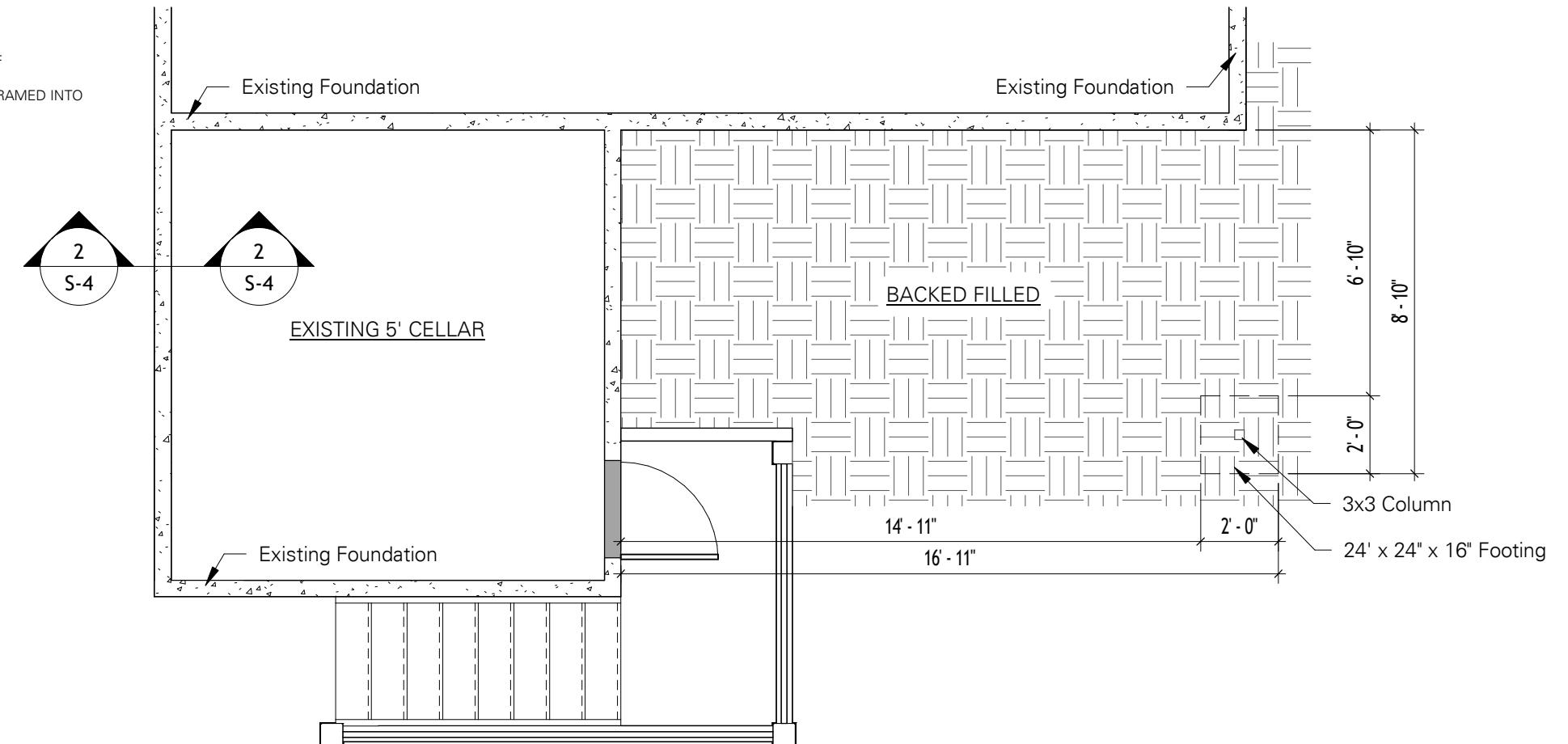
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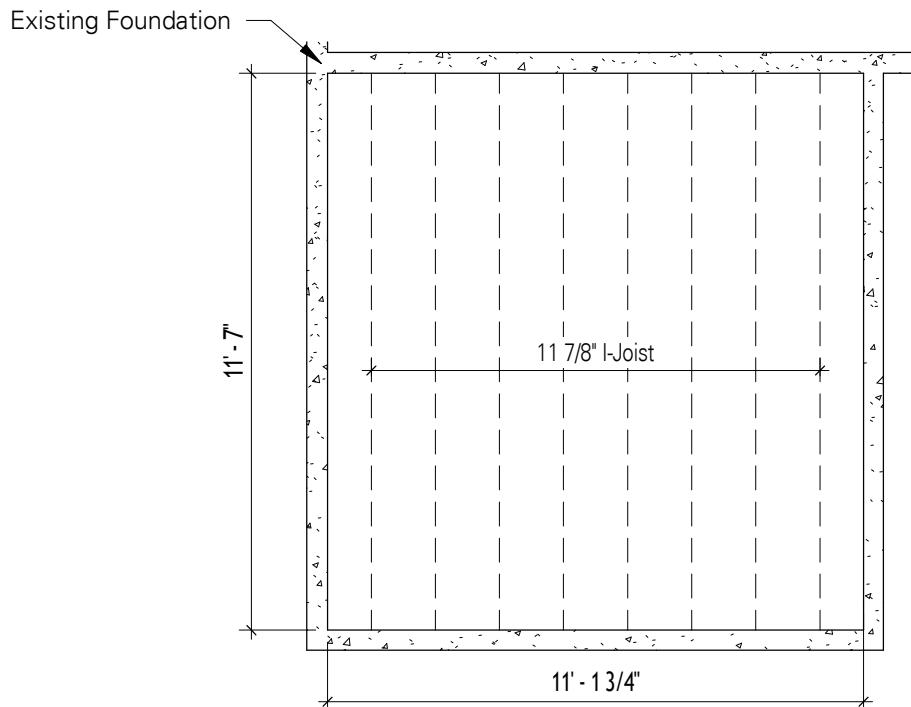
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| PROJECT # | 25-0634 |
| JOB # | 64532 |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | As indicated |
| Door and Window Schedule | |
| A-6 | |
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| 6 | 14 |

NOTES:

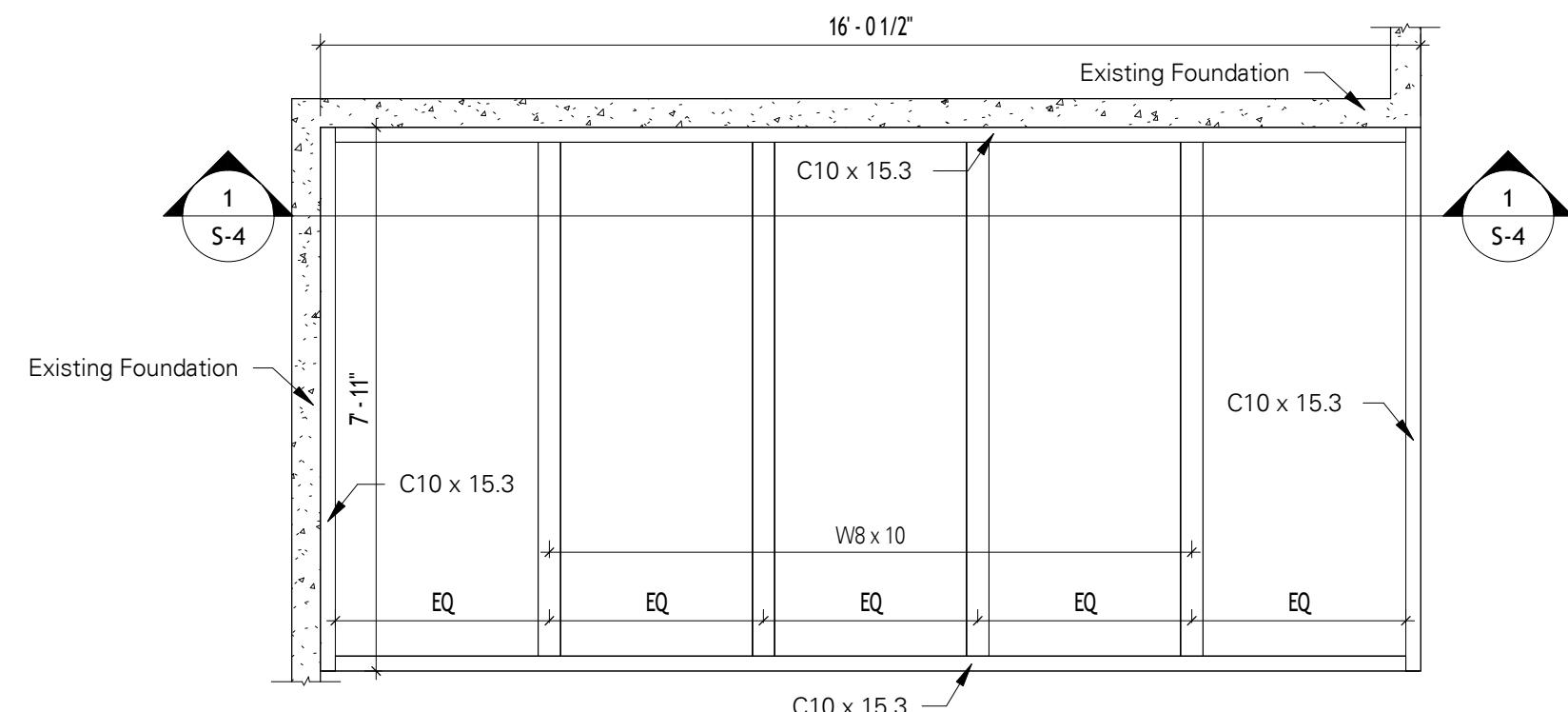
- ALL WELDS ARE 3/16" WELDS
- EXISTING ENCLOSED PORCH IS BEING REPAIRED BELOW THE ROOF
- EXISTING ENCLOSED PORCH'S ROOF WILL BE REPLACED AND REFRAMED INTO A GABLE STYLE ROOF



① Porch Addition Footings
1/4" = 1'-0"



② Enclosed Porch Structural Layout
1/4" = 1'-0"



③ Porch Addition Structural Layout
3/8" = 1'-0"

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Tulsa, OK 74106
Porch Structural

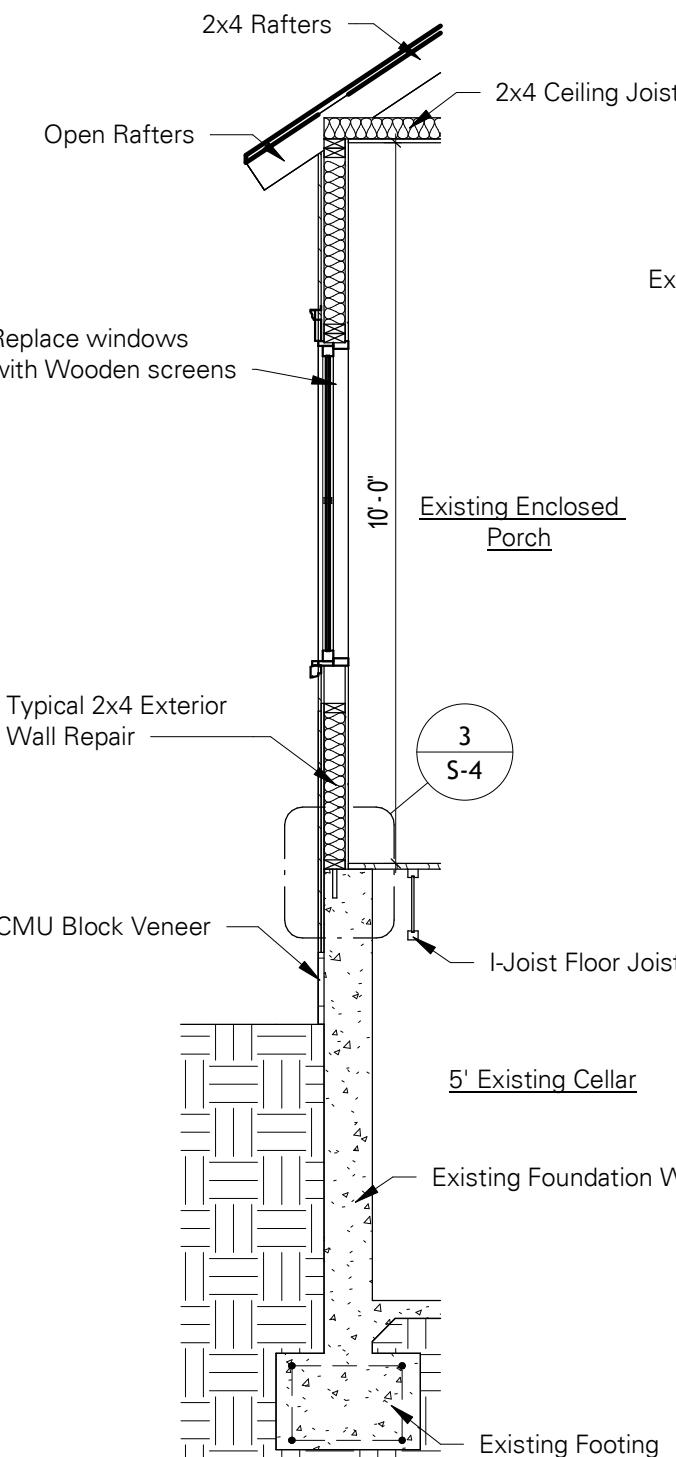


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| PROJECT # | 25-0634 |
| JOB # | 64532 |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | As indicated |
| Porch Structural | |
| S-3 | |
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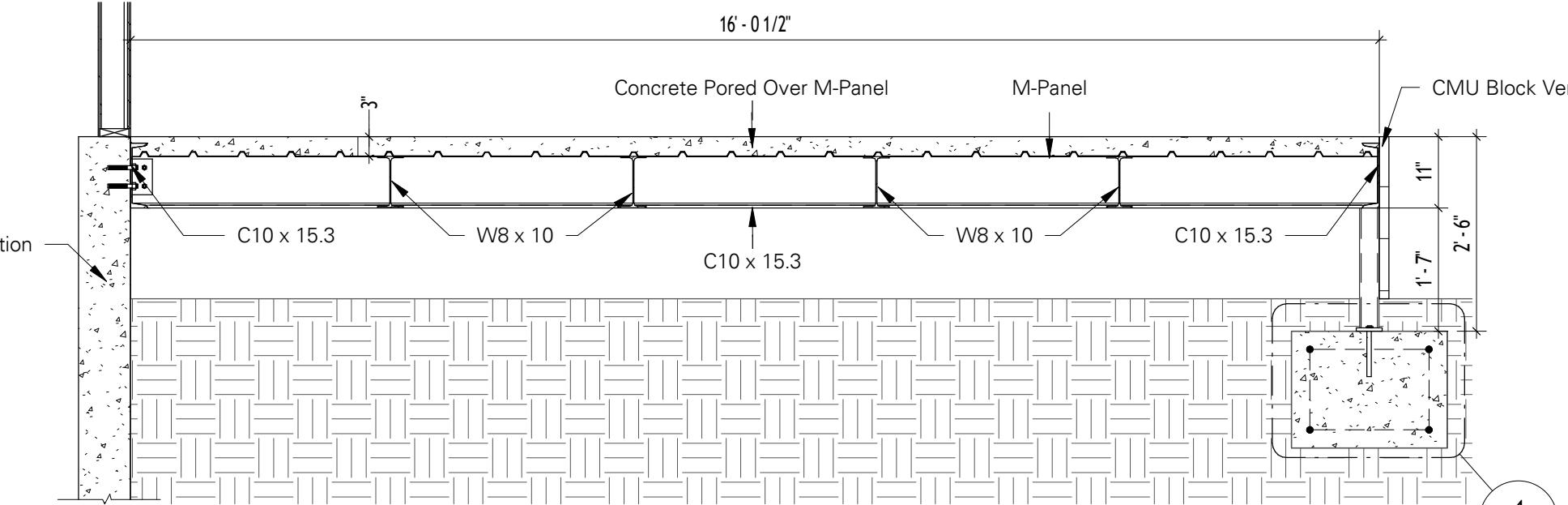
NOTES:

- All Welds are 3/16" Welds
- Existing Enclosed porch is being Repaired Below the Roof
- Existing Enclosed Porch's Roof will be Replaced and Reframed into a Gable Style Roof

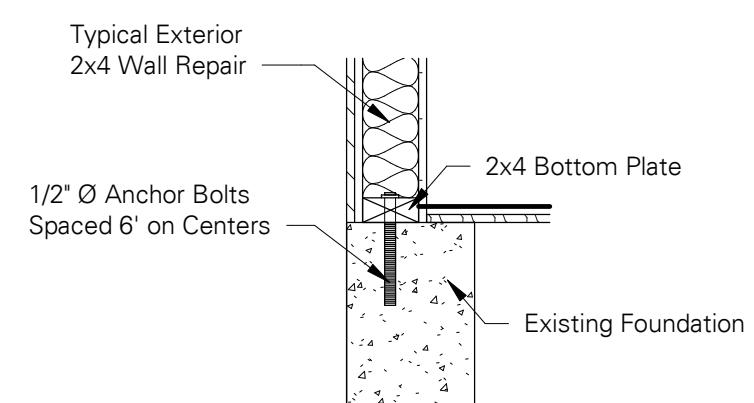
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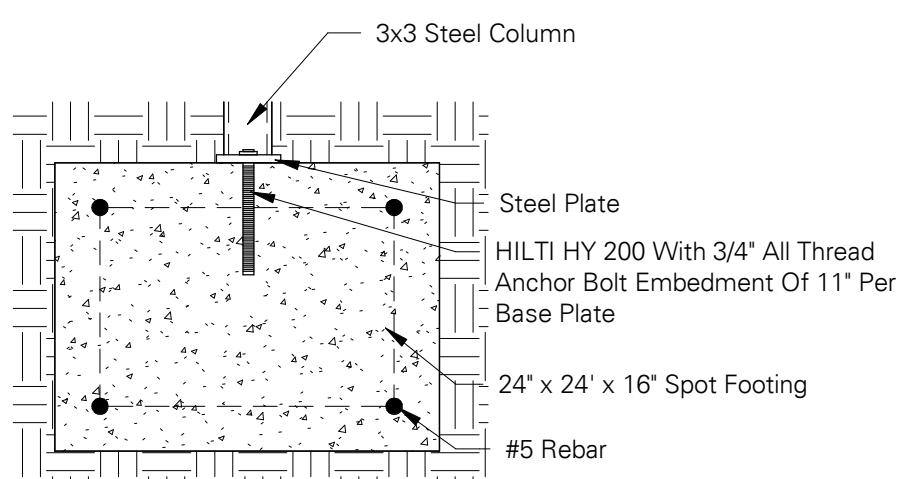
② Enclosed Porch Wall Section
3/8" = 1'-0"



① Porch Section 1
1/2" = 1'-0"



③ Enclosed Porch Foundation Connection
1" = 1'-0"



④ Porch Foundation Details
1" = 1'-0"

REVISIONS

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823 N CHEYENNE AVE
Tulsa, OK 74106

Porch Details

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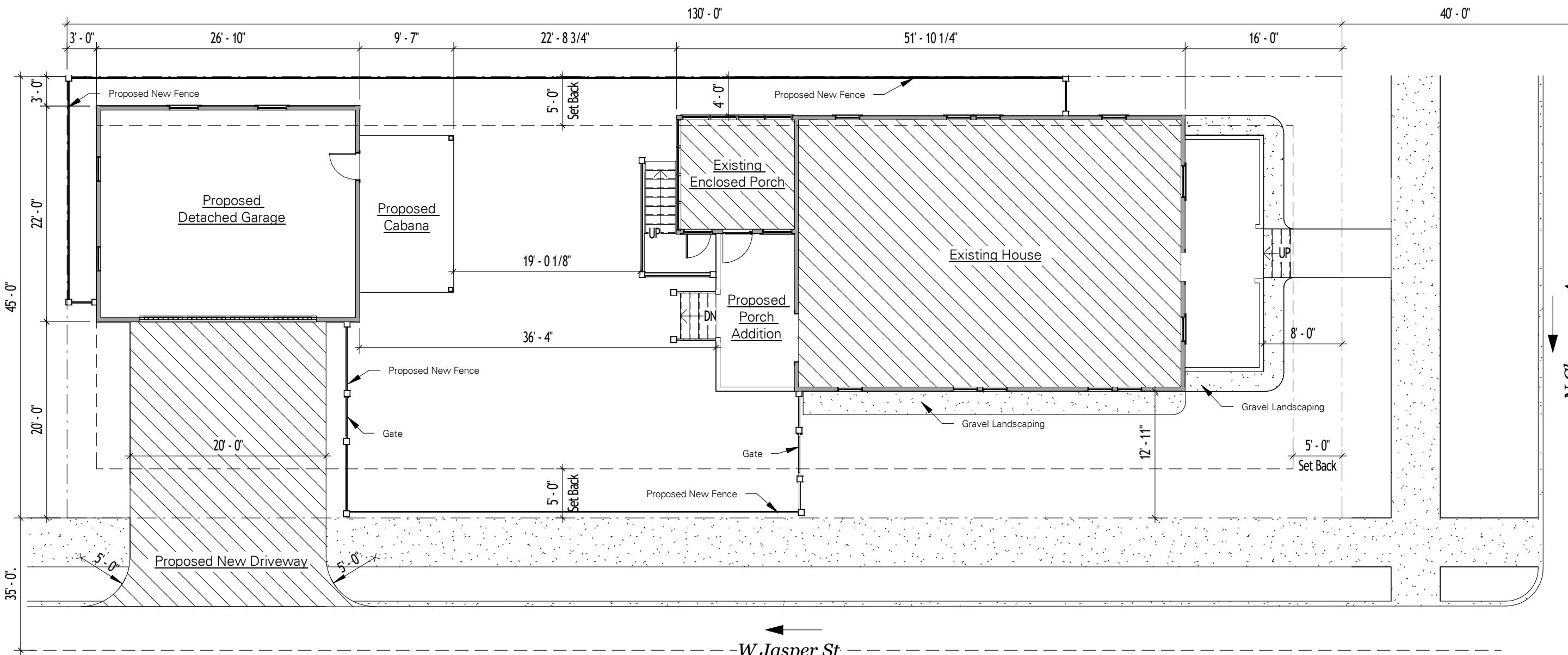
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| PROJECT # | 25-0634 |
| JOB # | 64532 |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | As indicated |
| Porch Details | |
| SHEET # | OF |
| 8 | 14 |

NOTES:

- EXISTING ENCLOSED PORCH IS BEING REPAIRED BELOW THE ROOF
- EXISTING ENCLOSED PORCH'S ROOF WITH BE REPLACED AND REFRAMED INTO A GABLE STYLE ROOF
- GARAGE IS PAST THE STREET YARD, OR BEHIND THE HOUSE COMPLETELY

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1 Site Plan
3/32" = 1'-0"



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| DB # | 64532 |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | 3/32" = 1'-0" |

Site Plan

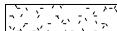
C-1

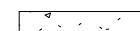
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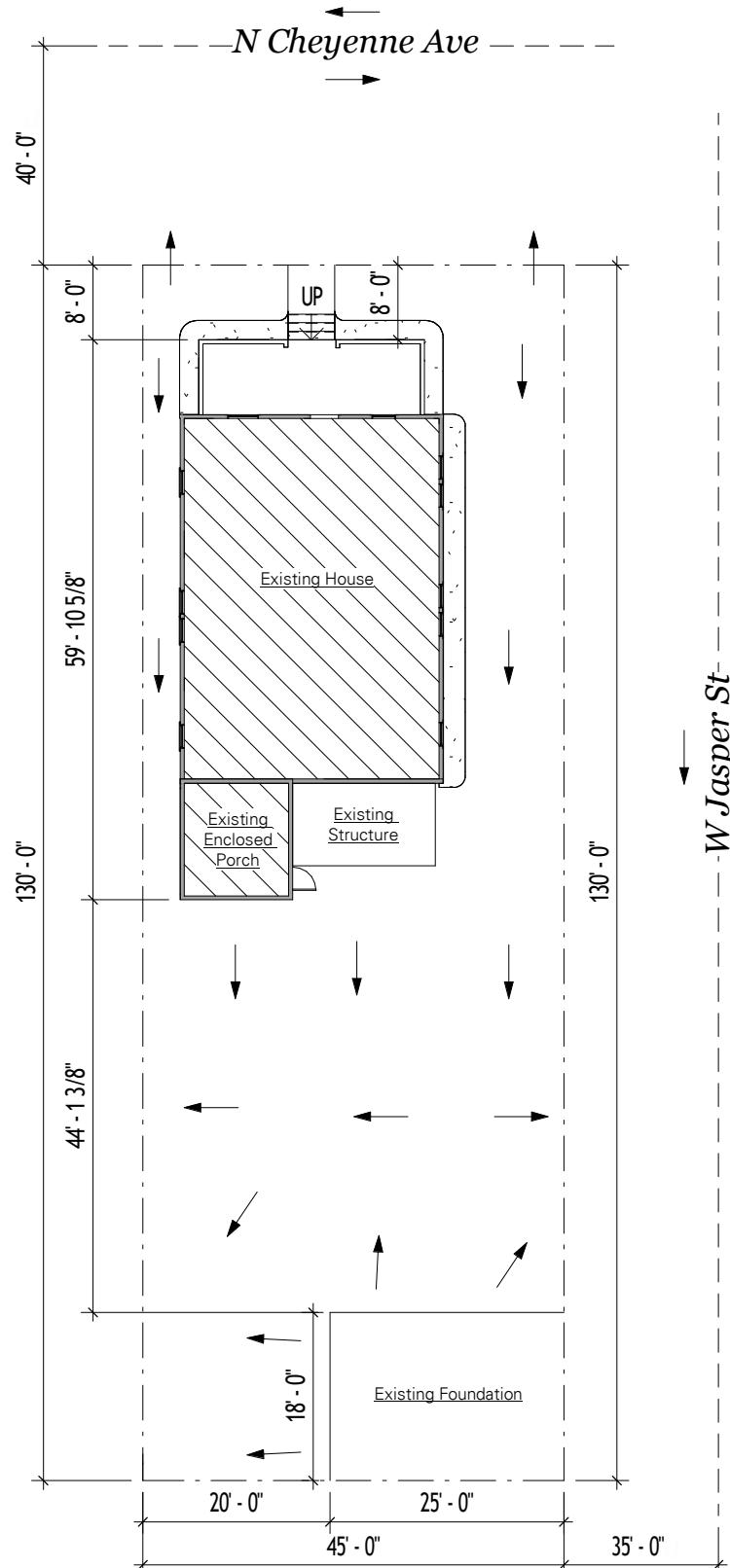
NOTES:

XXXXXX = SILT FENCING

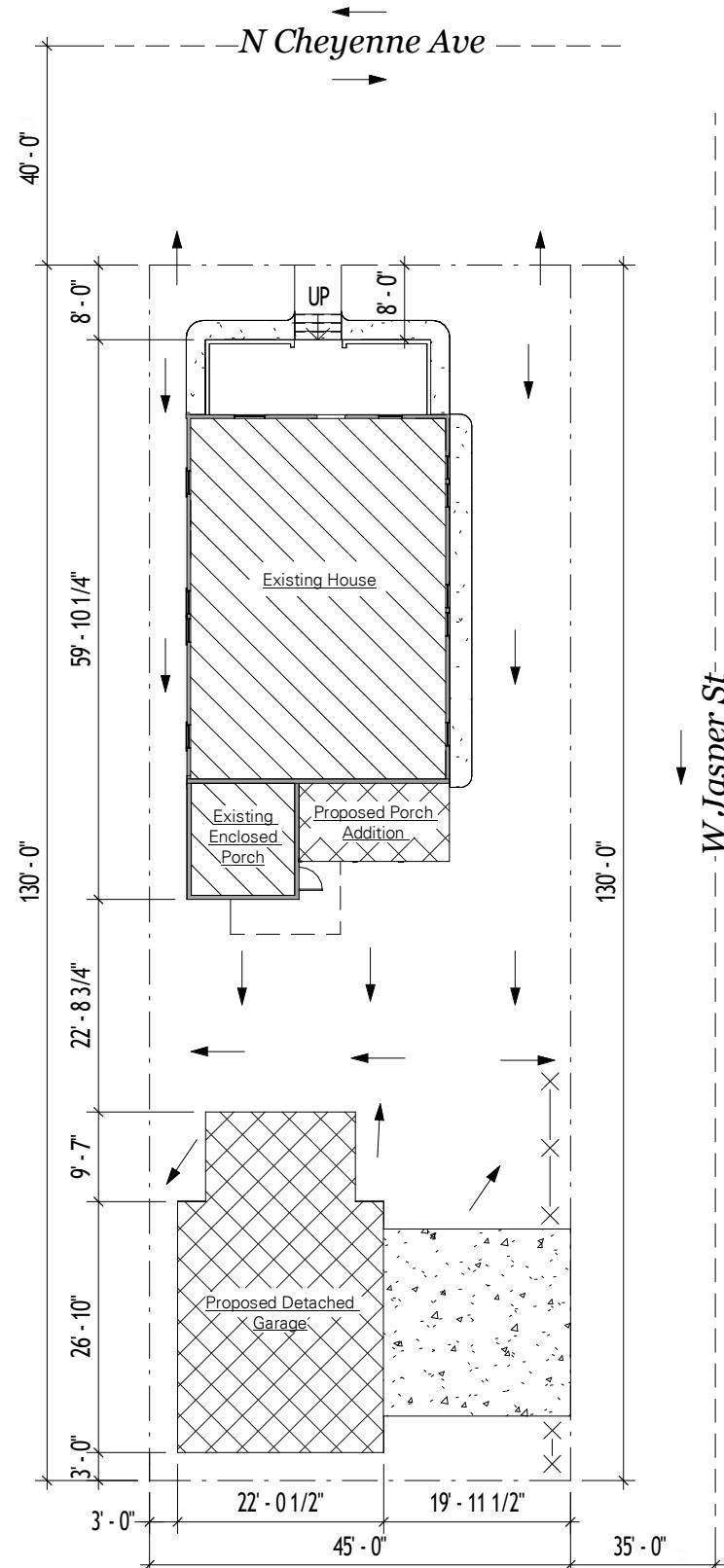
 = NEW CONSTRUCTION

 = GRAVEL LANDSCAPING

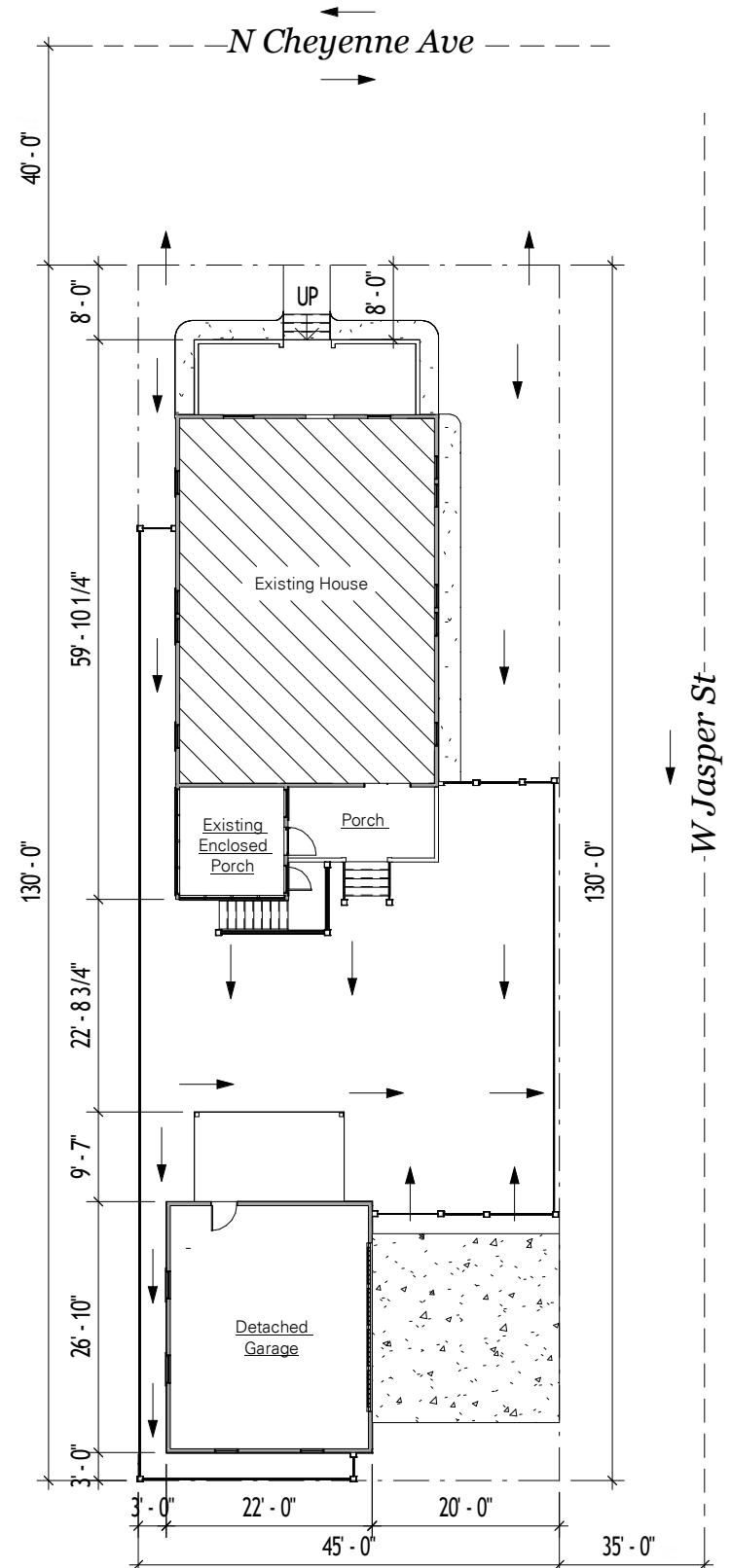
 = CONCRETE



① Current Drainage Paths
1" = 20'-0"



② Erosion Control Measures
1" = 20'-0"



③ Post Construction Drainage Paths
1" = 20'-0"

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REVISIONS

Rev

823 N Cheyenne Historical Preservation Permit Set

823 N CHEYENNE AVE
Tulsa, OK 74106
Drainage Plan

SAGEBRUSH

BUILDING SYSTEMS

A VENTAIRE COMPANY

909 N. Wheeling Ave,
Tulsa OK, 74110

PROJECT #

25-0634

JOB #

64532

DRAWN BY:

WCM

DRAWN DATE:

12/5/25

SCALE:

1" = 20'-0"

Drainage Plan

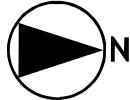
C-2

SHEET #

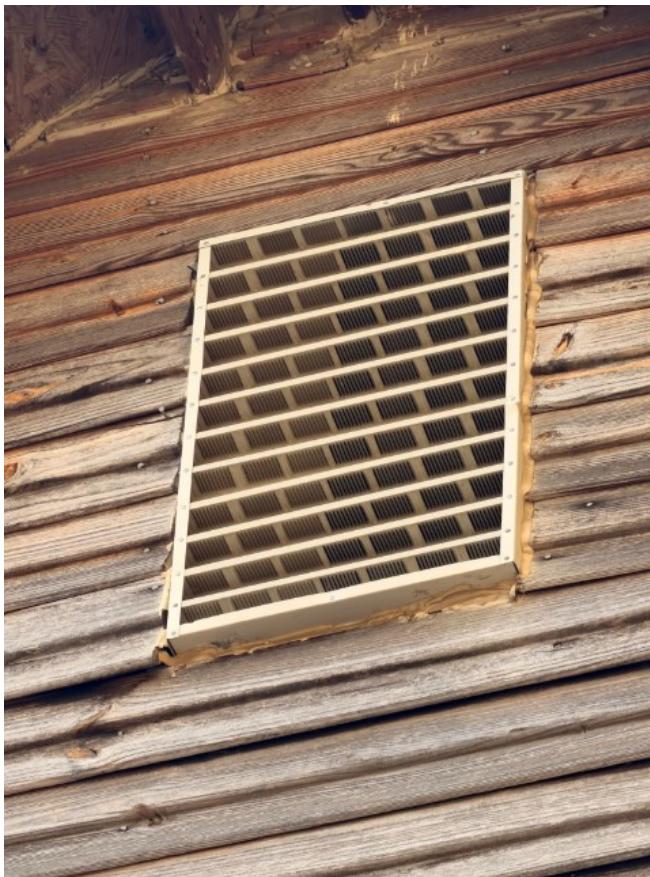
10

OF

14



CURRENT SITE PICTURES: #1



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SAGEBRUSH
BUILDING SYSTEMS
A VENTAIRE COMPANY
823 N CHEYENNE AVE
Tulsa, OK 74106
Current Site Condition

| | | |
|---|-----------|---------|
|  | PROJECT # | 25-0634 |
| JOB # | 64532 | |
| DRAWN BY: | WCM | |
| DRAWN DATE: | 12/5/25 | |
| SCALE: | | |
| Current Site Condition | | |
| R-1 | | |
| SHEET # | OF | |
| 11 | 14 | |

CURRENT SITE PICTURES: #2



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SAGEBRUSH
BUILDING SYSTEMS
A VENTAIRE COMPANY

823 N CHEYENNE AVE
Tulsa, OK 74106

909 N. Wheeling Ave,
Tulsa OK, 74110

Current Site Condition

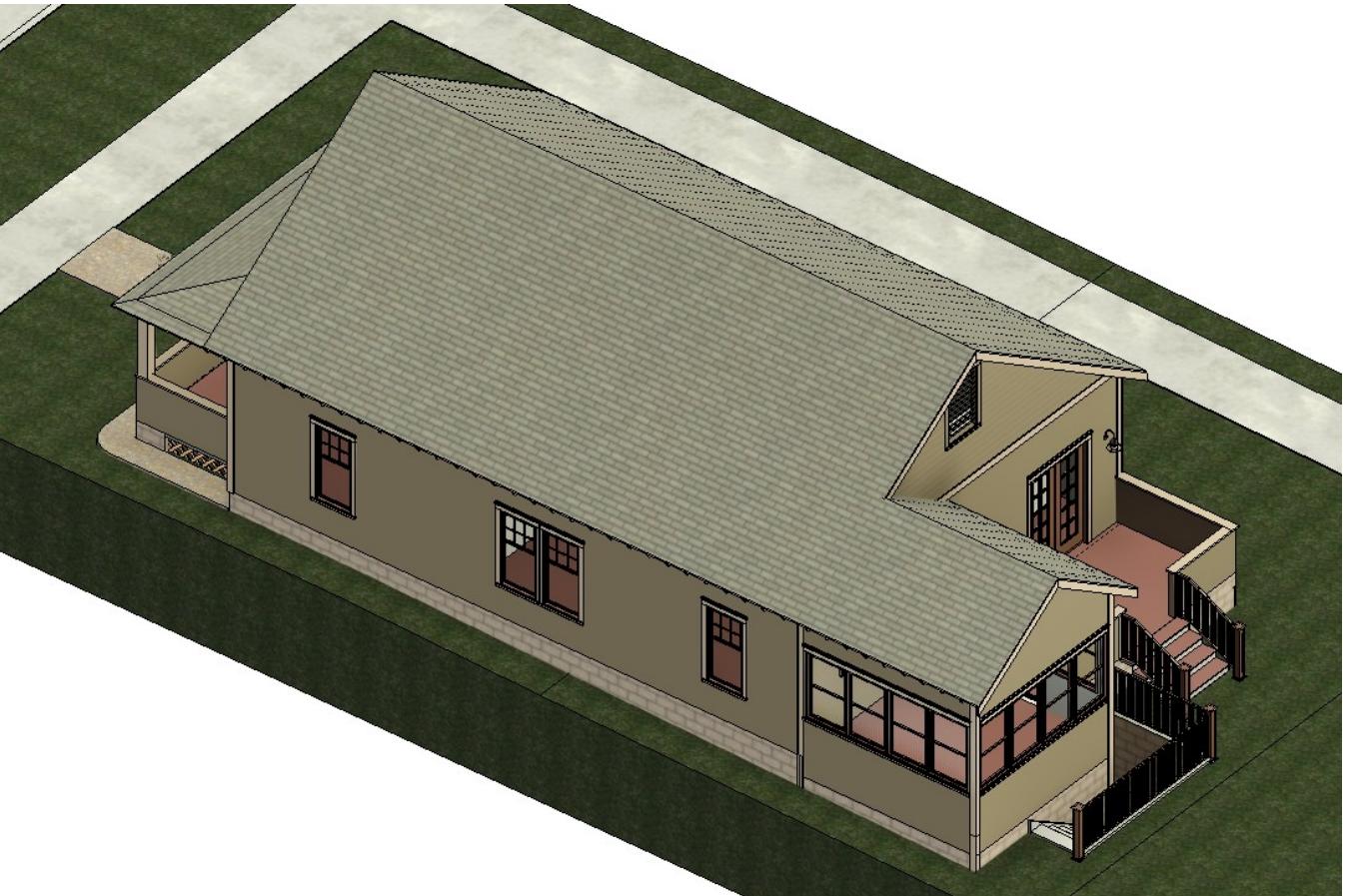
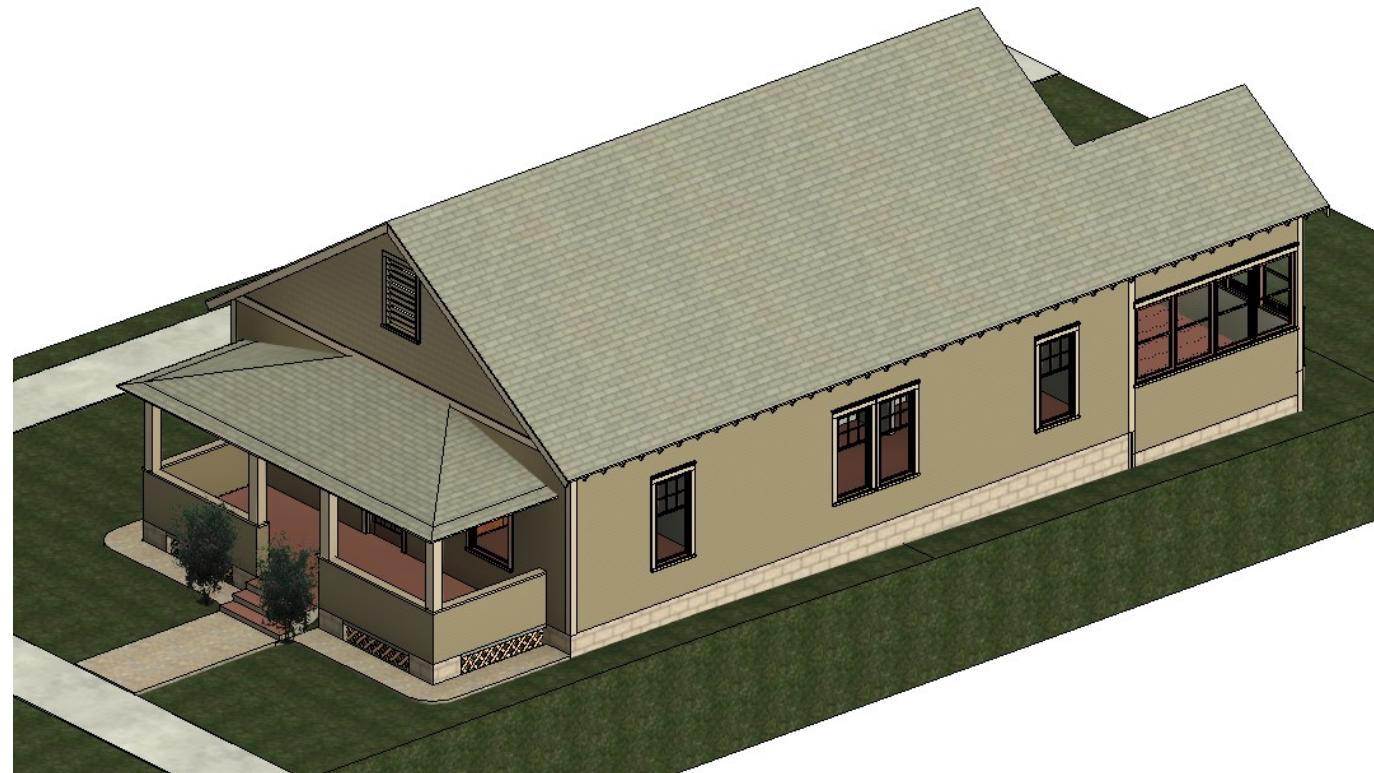
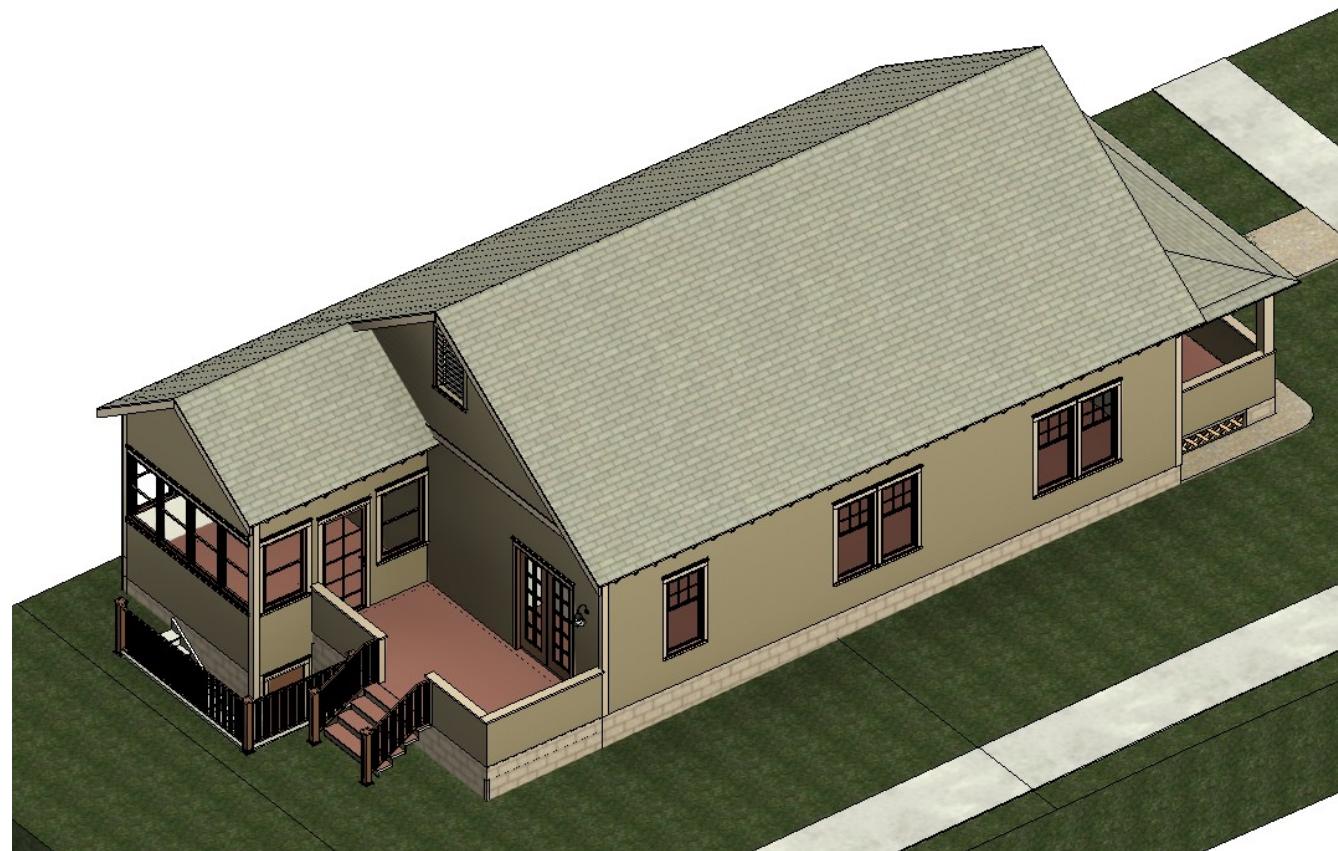
PROJECT # 25-0634
JOB # 64532
DRAWN BY: WCM
DRAWN DATE: 12/5/25
SCALE:

Current Site Condition

R-2

SHEET # 12 OF 14

PROPOSED EXTERIOR RENDERS



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823 N Cheyenne Historical Preservation Permit Set
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Tulsa, OK 74106

Exterior Renders

| | |
|------------------|---------|
| PROJECT # | 25-0634 |
| JOB # | 64532 |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | |
| Exterior Renders | |
| R-3 | |
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MATERIALS ON THE CURRENT HOUSE

- Asphalt Shingles are Class III Architecture Asphalt Shingles Owens Corning, Polonio Slate color

Door Hardware: Brass UL Mortise Entrance Handlesets
(Antique Hardware)

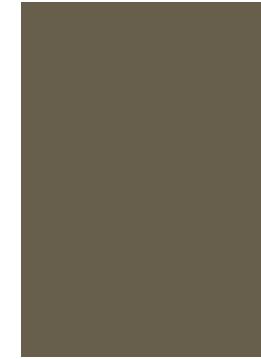
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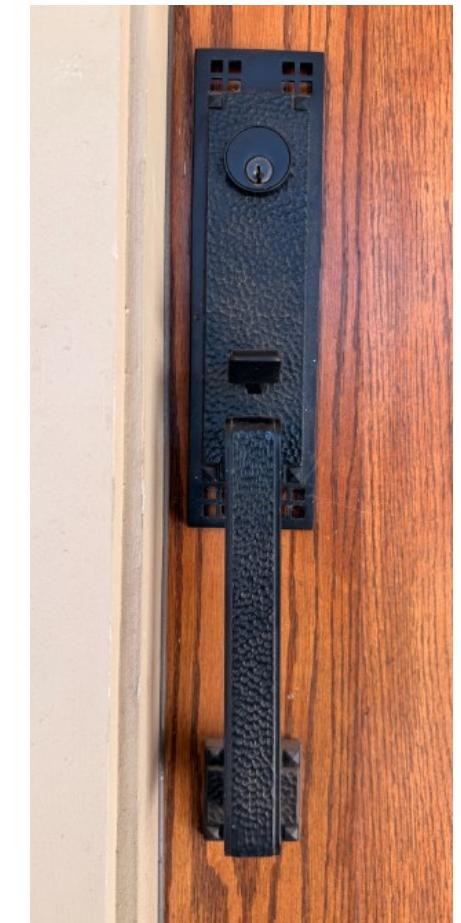
Trim: Kodiak Gray



Body: Olive Bark



Accent: Maroon Rus



Teardrop Siding: Was used to replace damaged siding and Painted to Colors Above



Cedar Shingle Siding: Painted to Match House



823 N Cheyenne Historical Preservation Permit Set
823 N CHEYENNE AVE

Tulsa, OK 74106

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| PROJECT # | 25-0634 |
| DB # | 64532 |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | |
| Material's Page | |
| M-1 | |
| SHEET # | OF |
| 14 | 14 |

MATERIALS FOR THE PROPOSED PORCH

- Asphalt Shingles are Class III Architecture Asphalt Shingles Owens Corning, Polonio Slate color
- Concrete for the open back porch

Exterior Light: Oakdale Matte Black



Trim: Kodiak Gray



Body: Olive Bark



Accent: Maroon Rust



Teardrop Siding: Will be used to replace damaged siding and Painted to Colors Above



Door Hardware: Mormont Mortise Knob
(Antique Hardware) (To Match Front Door)



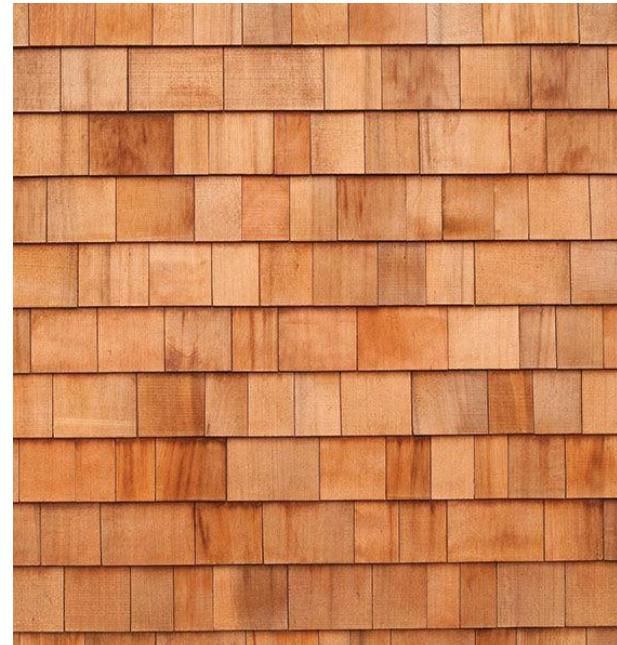
Wooden Screen Door:



Doubled Door: Light Oak Wood Double Door



Cedar Shingle Siding: Painted to Match House



Fullerton Split-Faced Block Panel:
(Painted to match original)



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823 N Cheyenne Historical Preservation Permit Set

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Material's Page

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| PROJECT # | 25-0634 |
| JOB # | 64532 |
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| DRAWN DATE: | 12/5/25 |
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Material's Page

M-2

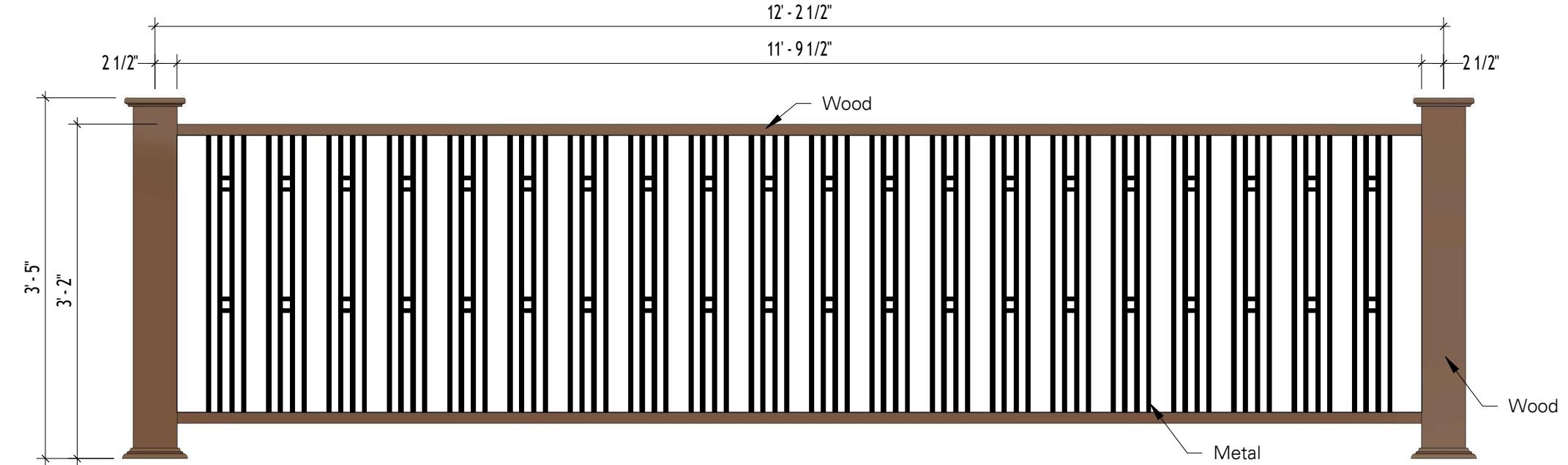
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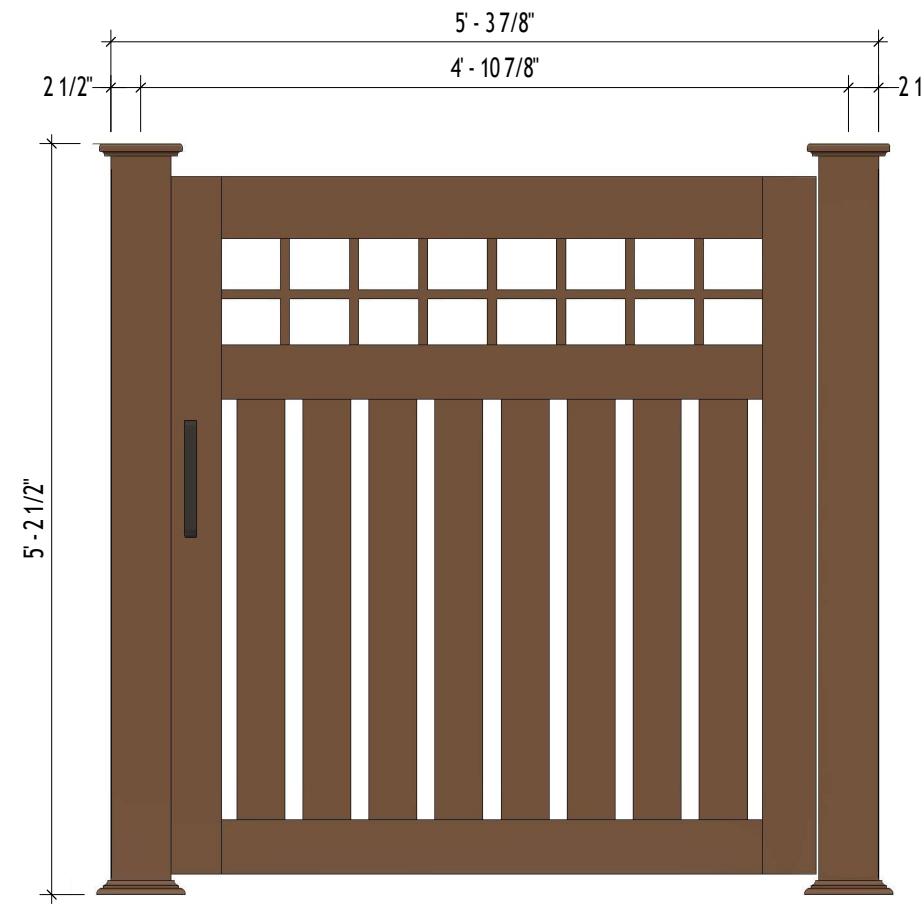
823 N Cheyenne Historical Preservation Permit Set
823 N CHEYENNE AVE
Railing & Fencing Details

SAGEBRUSH
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Tulsa OK, 74110

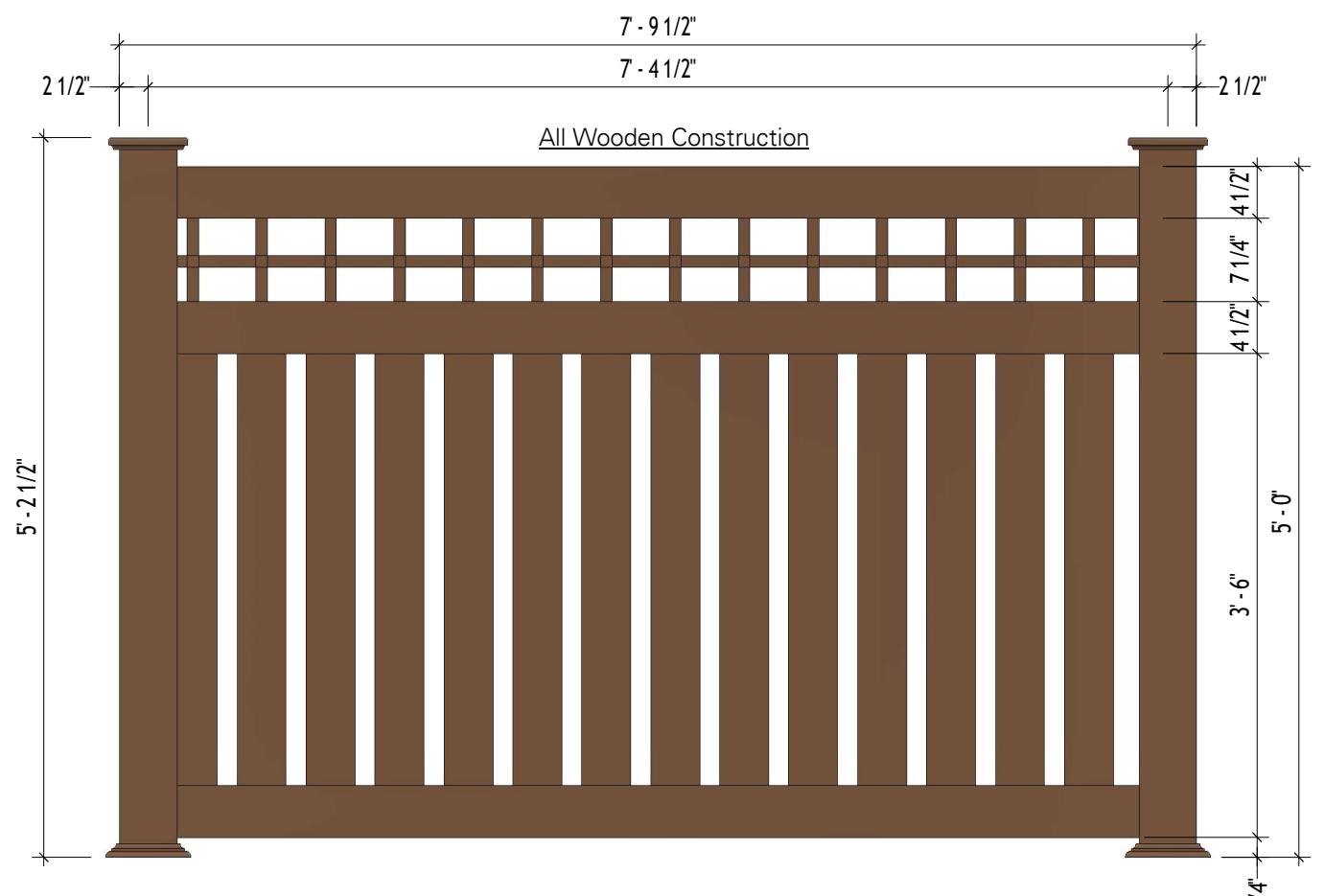
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| PROJECT # | 25-0634 |
| JOB # | N/A |
| DRAWN BY: | WCM |
| DRAWN DATE: | 12/5/25 |
| SCALE: | 3/4" = 1'-0" |
| Railing & Fencing Details | |
| M-3 | |
| SHEET # | OF |



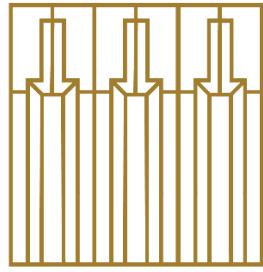
① Propose Craftsman Style Railing
3/4" = 1'-0"



② Proposed Craftsman Gate
3/4" = 1'-0"



③ Proposed Craftsman Fence
3/4" = 1'-0"



TULSA

PRESERVATION

COMMISSION

2026 MEETING SCHEDULE - AMENDED

HP Permit Subcommittee Meeting
City Hall, 10th Floor, Room 10-203

January 8 11:00 am
January 29 4:00 pm
February 12 11:00 am
February 26 4:00 pm
March 12 11:00 am
March 26 4:00 pm
April 9 11:00 am
April 30 4:00 pm
May 14 11:00 am
May 28 4:00 pm
June 11 11:00 am
June 25 4:00 pm
July 9 11:00 am
July 30 4:00 pm
August 13 11:00 am
August 27 4:00 pm
September 10 11:00 am
September 24 4:00 pm
October 8 11:00 am
October 29 4:00 pm
November 12 11:00 am
December 10 11:00 am

TPC Regular Meeting
City Hall, 2nd Floor, Council Chamber

January 15 11:00 am
February 5 11:00 am
February 19 11:00 am
March 5 4:00 pm
March 19 11:00 am
April 2 4:00 pm
April 16 11:00 am
May 7 4:00 pm
May 21 11:00 am
June 4 4:00 pm
June 18 11:00 am
July 2 4:00 pm
July 16 11:00 am
August 6 4:00 pm
August 20 11:00 am
September 3 4:00 pm
September 17 11:00 am
October 1 4:00 pm
October 15 11:00 am
November 5 4:00 pm
November 19 11:00 am
December 17 11:00 am

All meetings are held at City Hall, 175 East 2nd Street.

Complete applications are due by 5:00 pm one week prior to the meeting date.

Proposals for new construction, additions, demolition, and other complex projects are reviewed by the HP Permit Subcommittee before being forwarded to a TPC regular meeting.